

AGENDA FOR THE CITY COUNCIL
NOVEMBER 19, 2024

PUBLIC HEARING

PUBLIC COMMENT

LAI ON THE TABLE

1. MAGRATH-SMITH - Ordered, that the Director of Economic Development and Planning come into the Finance Sub-Committee to discuss the use of cannabis impact fee funds and future implications for us as a city.
2. The Committee on Ordinance to whom was referred an order that the Police Department be allowed to hire a Crime Analyst past the Grade 10 mid-range (which is \$70,407) to \$78,000.
Recommended that the order be adopted.
3. The Committee on Ordinance to whom was referred an order With community support and in service of our museum goes, order to move handicap space from the corner of Beech and Cabot to abutt the paved driveway of Wistariahurst. -Ordinance / DPW
Recommended that the order be adopted.

COMMUNICATIONS

4. From Mayor Joshua A Garcia, letter appointing Ms. Jacqueline Glasheen of 30 Mount Tom Avenue to serve as a member on the Library Board of Directors. Ms. Glasheen will replace Mr. Mettey and will serve the remainder of his term; said term will expire February 2026.
5. From City Clerk Brenna McGee and Admin. Assistant Jeffery Anderson-Burgos, minutes from the October 15, 2024 meeting
6. From Atty Jane Mantolesky, Asst City Solicitor, Letter regarding Municipal Hearings Officer
7. From Atty Jane Mantolesky, Asst City Solicitor, City Council Voting Specifics
8. From Atty Jane Mantolesky, Asst City Solicitor, Updated Stabilization Legal Opinion
9. From Atty Tyler Ingraham, letter requesting enforcement of ordinances at 224 Westfield Rd
10. From Dr. Gloria Caballero Roca, information for second Afro-Caribbean History through the Arts Festival
11. Grant Completion Form - Mass EMPG Grant \$12,350
12. From Planning Board, meeting and hearing minutes from February 27, 2024, March 26, 2024, April 2, 2024, May 14, 2024, August 27, 2024, and September 10, 2024

13. From Community Preservation Committee, meeting minutes of May 8, June 12, August 14, September 11, October 9, 2024
14. From City Auditor, Tanya Wdowiak, 2025 General Fund and Sewer Enterprise Fund budget versus actual reports for 10/31/2024.

PETITIONS

15. Application for Special Permit, LN Berneche, Inc at 37 Appleton Street for motor vehicle repair garage, per sec 7.2.13 (a)
16. Home Occupation Renewal Petition of William T Lyle at 79 Merrick Ave for Electrician business

PRESIDENT'S REPORT

REPORTS OF COMMITTEES

17. The Committee on Ordinance to whom was referred an order that the City Council review and adopt the Mayor's proposal for the city's financial policies by ordinance." Recommended that the order be adopted.
18. The Committee on Ordinance to whom was referred an order That the city's Ethics Ordinance 2-69 be amended as follows:
 - a. That the city government shall create and maintain an Ethics and Compliance hotline for the City of Holyoke overseen by a professional, reliable, and independent hotline services provider for the purpose of eliminating waste, fraud and abuse in our city government. The program shall foster a strong "see something, say something" culture in Holyoke government.
 - b. The city shall take extensive efforts to spread the awareness of the hotline for use by everyone including but not limited to employees, managers, vendors, elected officials, regulators, and the general public;
 - c. It shall also provide various options for communicating information;
 - d. We shall ensure confidentiality, anonymity and protection from retaliation;
 - e. The ordinance and the hotline vendor itself shall establish clear-cut message handling and investigative procedures.
 - f. It is recommended that the Personnel Director and City Auditor shall be the city officials in charge of working with the hotline vendor to manage the hotline for all messages, incidents or complaints related to all city operations and departments except the school department. School department messages, incidents or complaints shall be managed by Superintendent of Schools or their designee.
 - g. The hotline vendor shall produce an annual report every January of the messages, incidents, or complaints of the prior calendar year to provide a statistical analysis by department in a way that reasonably balances confidentiality and the public's right to know. This annual report shall be published and provided to the City Council, Mayor and published on city website for public review.
 - h. The City Council may from time to time hold meetings with the hotline vendor and/or key city officials to review data and overall improve the efficiency and effectiveness of the program.Recommended that the order be adopted as amended.

19. The Committee on Ordinance to whom was referred an order Zoning ordinance change proposal to allow cannabis businesses beyond the IG zone and allow priority for social equity applicants and those negatively impacted by war on drugs.
Recommended that the order be given a leave to withdraw.

20. The Committee on Ordinance to whom was referred an order The City of Holyoke amend Zoning Ordinance section 4.3(A)(8) to require a special permit prior to granting permission for this use in all residential districts in the City of Holyoke and no longer allow the use as of right; the special permit is to be issued by the City Council or the Planning Board only after a public hearing.
Recommended that the order be given a leave to withdraw.

21. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, THIRTY TWO THOUSAND AND 00/100 Dollars (\$32,000) as follows:

FROM:		
11351-51106	AUDIT – PROF ACCT HPD	\$15,000
11381-51102	PROCUREMENT – ASST CPO	12,000
11451-51125	TREASURER – ADMIN ASST	5,000
	TOTAL:	\$32,000
TO:		
11552-53100	IT – SOFTWARE LICENSE	\$32,000
	TOTAL:	\$32,000

Recommended that the order be adopted.

22. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE HUNDRED THOUSAND AND 00/100 Dollars (\$300,000) as follows:

FROM:		
12101-51117	DISPATCH	\$150,000
12101-51107	PATROLMEN	150,000
	TOTAL:	\$300,000
TO:		
12101-51300	OVERTIME	\$300,000
	TOTAL:	\$300,000

Recommended that the order be adopted.

23. The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY2025 STATE 911 DEPARTMENT EMERGENCY MEDICAL DISPATCH GRANT PROGRAM, \$24,500, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

Recommended that the order be adopted.

24. The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY2025 STATE 911 DEPARTMENT TRAINING GRANT PROGRAM, \$12,555.20, NO MATCH" grant and authorizes the

establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda. Recommended that the order be adopted.

25. The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY2025 MUNICIPAL ROAD SAFETY PROGRAM GRANT, \$39,600, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

Recommended that the order be adopted.

26. The Committee on Finance to whom was referred an order From the Holyoke Retirement Board, PERAC Investment Report 2023
Recommended that the order has been complied with.
27. The Committee on Finance to whom was referred an order From the Holyoke Retirement Board, Annual Statement of the Financial Condition of the Holyoke Retirement Board
Recommended that the order has been complied with.

MOTIONS, ORDERS AND RESOLUTIONS

28. BARTLEY - The DGR committee invite Andrew Morehouse, executive director of the W. Mass Food Bank, to a future committee meeting. Mr. Morehouse will present an overview of the Food Bank, how it impacts and serves the city of Holyoke, and offer ways for the public to help and volunteer. Copy to DGR. Invite any relevant social agency serving Holyoke to attend.
29. BARTLEY - The City consider installation of flashing Crosswalk signals at the two crosswalks proximate to Metcalf. Refer to Mayor, DPW, C.E., Receiver, Joint Committee.
30. BARTLEY - The DGR committee invite the District 8 Governor's Councilor to a future DGR meeting. Tara Jacobs of Adams currently represents Holyoke in this office. Her predecessor appeared in committee ca. 2017.

31. DEVINE, MAGRATH-SMITH - ORDERED; That the City Forester, DPW Director and Purchasing Director come in to the Finance Committee to discuss the Urban Forestry Grant.
32. DEVINE - ORDERED: That the School Receiver send the survey results from the naming of the new Middle School to the City Council.
33. DEVINE - Ordered that the City Council reconsider our vote to appoint the City Treasurer rather than have it be and elected position and further take the necessary steps to combine the Treasurer and Tax Collector positions into one office.

34. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, SEVEN THOUSAND ONE HUNDRED FIFTY AND 42/100 Dollars (\$7,150.42) as follows:

FROM

12201-51103 CAPTAIN		\$3,663.90
12201-51104 LIEUTENANTS		3,142.74
12201-51105 FIREFIGHTERS		343.78
	TOTAL	\$7,150.42

TO:

12201-51180 INJURED ON DUTY (PAY PERIOD #10)		\$7,150.42
	TOTAL	\$7,150.42

35. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY TWO THOUSAND NINE HUNDRED FIFTY SEVEN AND 48/100 Dollars (\$22,957.48) as follows:

FROM

12101-51105 SERGEANTS		\$ 8,562.44
12101-51107 PATROLMEN		14,395.04
	TOTAL	\$22,957.48

TO:

12201-51180 INJURED ON DUTY		\$22,957.48
	TOTAL	\$22,957.48

36. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, FORTY NINE THOUSAND NINE HUNDRED FIFTEEN AND 00/100 Dollars (\$49,915.00) as follows:

FROM

8811-10400 CAPITAL STABILIZATION		\$49,915.00
	TOTAL	\$49,915.00

TO:

14222-52519 R&M PUBLIC LIBRARY		\$49,915.00
	TOTAL	\$49,915.00

37. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY NINE THOUSAND ONE HUNDRED FIFTY TWO AND 00/100 Dollars (\$29,152.00) as follows:

FROM

11751-51128 OPED-ADMIN ASST		\$29,152.00
	TOTAL	\$29,152.00

TO:

11751-51112 OPED- LICENSING AGENT		\$29,152.00
	TOTAL	\$29,152.00

38. GIVNER - With community support, order that speed trailers be moved regularly to collect speed data from rotating locations throughout the city. Trailer priority shall be given to most dangerous streets and intersection areas as listed in state, Triple A, and other professional traffic data reports. A 2-4 week period per location shall be determined ongoing. Speed data reports shall be submitted to Public safety monthly for review.
39. GIVNER - Ordered that Holyoke Assessors Parcel 062-03-005, 133 Pine Street, Holyoke, MA be sold to abutter, Pine Suffolk, LLC with an address of 175 Suffolk Street, Holyoke, MA 01040, for \$4,500.00. This property is valued under \$35,000.00 and therefore exempt from procurement requirements. This property was originally sold via auction to the above abutter, but due to an error in the auction process the same was declared void. \$4,500 was the auction price. The abutter plans to utilize the property in connection with his business located on either side of the property. This property was previously declared surplus.
40. GIVNER - Ordered that Holyoke Assessors Parcel 183-00-006, Old Rock Valley Road, Holyoke, MA be declared surplus and sold to abutter, Jessica A. Messier with an address of 22 Old Rock Valley Road, Holyoke, MA 01040, for \$25,000.00. This property is valued under \$35,000.00 and therefore exempt from procurement requirements. The abutter plans to keep this property as open space.
41. JOURDAIN, MAGRATH-SMITH - Ordered, that the City Forester provide the City Council with a list as soon as possible of the 100 most dangerous trees in the city. He should designate which of these he can handle based on current resources within the next 3 months. All others he does not have the resources for should be identified on the list. He should provide us with a projected cost to handle these others and what if any grant funds are available to handle. All others will be targeted for removal from capital stabilization funds or other reserves as determined by the Mayor and City Council. It is the expectation of the City Council this tree list will be handled completely within the next 3 months.

LATE FILED ORDERS AND COMMUNICATIONS

Addendum:

Per City Council rule 2B, meeting shall end by 10 PM unless an extension is approved by a two-thirds majority of those present. If any items remain, those items will be added to the beginning of the next regular meeting.

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting.

Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law

City Clerk



MAYOR JOSHUA A. GARCIA
CITY OF HOLYOKE

RECEIVED

NOV 15 2024

Holyoke City Clerk's
Holyoke, MA

November 7, 2024

The Honorable City Council
City of Holyoke
Holyoke, MA 01040

Dear Council Members:

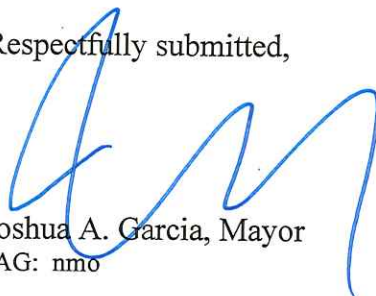
Subject to your approval, I hereby appoint the following individual to serve as member on the Library Board of Directors for the City of Holyoke:

Ms. Jacqueline Glasheen
30 Mount Tom Avenue
Holyoke, MA 01040

Ms. Glasheen will replace Mr. Mettey and will serve the remainder of this term; said term will expire February 2026.

If you have any questions with regards to this matter, please do not hesitate to contact me at (413) 561-1600.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG: nmo

Cc: Jacqueline Glasheen
Maria Pagan

REGULAR MEETING OF THE CITY COUNCIL

October 15, 2024

The meeting was called to order by President Murphy-Romboletti at 7:02 PM

The Clerk called the roll. Absent Members: 1 (J. Rivera) Present Members 12 (Anderson-Burgos, Bartley, Devine, Givner, Greaney, Jourdain, Magrath-Smith, Murphy-Romboletti, Ocasio, I. Rivera, Sullivan, Vacon).

The Pledge of Allegiance was recited.

Councilor Bartley asked for a moment of silence for Joe Hohol. He then stated that Mr. Hohol had been a Holyoke High School Hall of Famer, Northfield Mount Herman Hall of Famer, and had taught at the college for 30 years as a beloved professor.

A moment of silence was observed for Joe Hohol.

The name of President Murphy-Romboletti was pulled to head the roll call voting.

PUBLIC HEARING

Motion was made and seconded to open the public hearing.

Pole Petition 70 ELY ST

UNDER DISCUSSION:

Vincent O'Connell, Holyoke Gas & Electric Sr. Electrical Engineer, stated that the pole set would primarily be used for pole guiding and then secondary use the following year would be to refeed Rosary Towers for a new underground primary conductor.

Motion was made and seconded to close the public hearing.

---> Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (J. Rivera).

PUBLIC COMMENT

(4:30)

Councilor Devine spoke but was off mic and could not be heard.

Councilor Jourdain made a motion to suspend the necessary rules to allow 5 additional speakers. Councilor Magrath-Smith seconded the motion. Motion adopted.

Christ Butler, 1035 Hampden Street, thanked Councilor Devine, Councilor Jourdain, and Councilor Bartley for listening to homeowners, particularly those of multifamily homes. He then stated that he provided letters that had been sent to him by the Building Department, noting that they had been sent to his old house and he never received them. He then explained that he first heard of what was happening to homeowners was hearing the mayor speak on the news about fines, liens, and legal actions on people who weren't coming into compliance. He then stated he watched a video on the Building Department page and learned he was part of the situation, leading to him leaving a message and working to come into compliance. He added that he had been told verbally that his fines were reset due to the letters being sent to the wrong address but had not received that in writing. He then explained that he had spent a week trying to find an electrician, engineer, and expected he would not be able to get it all done in the 60 days he was given to avoid getting fined. He also stated that he had studied books on code and fire inspections for the Fire Department, and emphasized the key was getting people into compliance, not threatening fines. He then asked councilors to support the order to place a moratorium on fines.

Mark Naidorf, 150 Lincoln Street, asked that relief be provided on the timeframes, noting that it was difficult to find contractors to hire to get the work done given the number of people who needed to get the work done at the same time. He also asked that the fines be reviewed. He also suggested that the Building Department could be more cooperative in visiting properties to explain what needed to be done to satisfy the city.

Stephen Bosco, 430 Appleton Street, introduced himself as the founder and general manager of Arrow Properties, a 220 unit housing company that had been business for 31 years and employed 10 people in the city. He added that the housed a lot of tenants. He then asked councilors to imagine the situation of having someone come to your house and telling you to install systems that had not been previously required, changes that would cost thousands of dollars, and being threatened with fines of \$300 a day or having them put on the property as a lien, as well as threats that property could be taken away. He then stated that this was what multifamily property owners were facing. He added that he had never had any city he had done business in take these kinds of steps. He added that he tried to ensure he was paying his staff a reasonable wage and offering reasonable rent prices. He then asked how much more expensive the city wanted housing to be.

Gabriel Quaglia, 7 Myrle Avenue, stated that he had lived in the city for 16 years and purchased a multifamily home, adding that he had worked with people experiencing homelessness and sought to offer below market rate housing to people who needed help. He noted that he grew up in a house in Springfield owned by a first generation immigrant who was able to retire thanks to owning the property. He added that many of his fellow multifamily homeowners also tried to offer decent rent rates, and he questioned why the city would do anything to make it harder for small business homeowners and lead to larger companies buying them up. He noted one friend had their rent go up \$350 overnight after their building was purchased. He suggested that driving out small homeowners would leave the city left with situations like that. He emphasized that he sought to know his tenants and work with them and suggested that large companies would not do that.

Charlene Robinson, 125 Beech Street, stated that her fines were recently waived. She then noted that she recently moved from Boston to Holyoke because she believed she could create a life for herself and her child. She then expressed shock at receiving a compliance letter that only gave 30 days, adding that electricians were quoting estimates of up to \$5,000. He further expressed how upsetting it was to face that or face \$300 a day in fines. She suggested that the letters were egregious, adding concern that many people finding themselves in that hole would not be able to dig themselves out. She added that she was also speaking on behalf of a neighbor that was uncomfortable coming to the meeting. She suggested that homeowners should be given at least 6 months.

Jane Lefebvre, 36 Alderman Street, stated that the city did not conduct individual inspections, and suggested that the claims of noncompliance were based on assumptions or general observations. She then expressed concern about the fairness and accuracy of the assessments. She then suggested that if inspections were being conducted without proper notice, it could be violating the 4th and 5th Amendments. She added that the excessive fines violated the 8th Amendment when the intent was to generate revenue. She suggested that the city's intent wasn't to address safety but was a money grab. She also questioned the competency and integrity of the inspectors. She added that the city suing over these practices would create an extra burden on the taxpayers.

Sonia Quinones, 29 Vernon Steet, stated that she returned from vacation to find the letter from the Building Department in her mail. She then explained that when she visited the department, she was told she needed to put in and pay for the application, kept communicating with them about finding an electrician, got the work done on exit signs and lights, and then had learned that day that she had \$9,000 in fines. She then expressed concern that it was going to take time to find an architect and pay the costs of that. She then stated she had not been told she needed to inform the department what was going on.

Sarah LaRose, 77 Elmwood Avenue, stated that the compliance letters from the Building Department had been characterized by unrealistic timelines, with unclear and inconsistent communication, as well as coming with exorbitant fines. She suggested that the poor execution of the implementation of the requirements had real life consequences of putting homeowners and tenants at risk of losing their homes. She added that many in her position believed that this was a money grab and an abuse of power by the mayor's office. She then asked the City Council place a moratorium on COI (certificate of inspection) violations and fines to give homeowners time to achieve compliance, that all fines imposed to date be rescinded, and that the Building Department develop a workable plan for COI enforcement. She then offered to work with the department to provide input and support. She then thanked Councilor Bartley, Councilor Devine, Councilor Jourdain, and other councilors for their support.

Spencer Fox Peterson, 51 Portland Street, observed that there had been more street violence over the summer. He then expressed dismay in the boosting of more policing as a solution, adding that he believed it was shortsighted and did not help the problem. He also questioned the trust in departments who would hold people such as Officer Reyes in high positions who were discredited, resigned, and potentially costing the city 6 figures to those he hurt. He then encouraged others to google Reyes Holyoke if they were interested in more information about accusations by a former employee. He noted that Mr. Reyes worked in the department for a long time and was in charge of a lot of things, had been on the mayor's transition team, and had been accused of heinous things. He then suggested there needed to be more investment in housing. He added that the solution to street violence would be to address poverty, which was connected to housing, education, and healthcare.

Councilor Sullivan clarified that the Michael Sullivan in the letters was not him but another Mike Councilor Sullivan working the Building Department. He added that it was also not the former mayor.

President Murphy-Romboletti noted that there were orders related to this matter.

Motion was made and seconded to take up the relevant late filed orders.

President Murphy-Romboletti stated that they were late files 54, 55, and 56.

Devine, Rivera, J.-ORDERED: That the Mayor issue an Executive Order temporarily suspending all fines related to 110.7 Periodic Inspection of the MA State Building Codes for a 6 month period until all records have been completely reviewed by the Building and Law Departments.

Further ordered that all current fines already paid should be rescinded or held in escrow until all records have been reviewed by the Building and Law Departments.

---> Received and Adopted. Referred to the Mayor, Copy to Public Safety

Bartley- A moratorium be established granting Holyoke's multi-family property owners, as defined by 780 CMR 110.7, as amended and effective 10/11/24, more time to come into compliance with MA STATE BUILDING CODE regulations. In terms of rollout, the city's building commission, seems to have imposed an unrealistic two-month turnaround for the hundreds of property owners impacted. Note that the Building Commission, for unexplained reason(s), admittedly dropped the ball on this regulation for decades. Thus, a moratorium of 18-36 months be established to allow property owners a realistic time to hire the appropriate professionals, make necessary improvements, and then contact the Building Commission for an inspection. During said moratorium, no fines shall accrue and any fines previously imposed will be rescinded. Property owners are nevertheless obligated to complete the requirements and to timely respond to the Building Commissioner during this moratorium. For authority to create a moratorium see M.G.L. chapter 143, §§3, 3A.

---> Received and referred to the Ordinance Committee.

Bartley- As a compendium to the moratorium, an ad hoc committee comprised of representatives from the Building Commission and multi-family owners and the city council be immediately formed. The building committee shall be charged with effectively and efficiently implementing the certificate of inspection requirements and ensuring that it is more efficiently complied with after this initial roll out. Note that as properties change hands and staffing resources change and institutional memory fades this committee will make sure Holyoke doesn't face a similar issue in the future. For authority to create an ad hoc committee see M.G.L. chapter 143, §§3, 3A.

Councilor Anderson-Burgos, Councilor Givner, followed by the rest of the Council asked to be added to all 3 orders.

Councilor Jourdain suggested that 54 could be adopted right away. He then asked if the other two could go to committee.

Councilor Devine stated that she would also like to see 54 go to the mayor and be copied to Public Safety. She noted Councilor Jourdain already had an order in Public Safety regarding this matter. She noted that Councilor J. Rivera was planning to bring up the orders in Public Safety on October 24th. She then made a motion that item 54 be given to the mayor and put into Public Safety. Anderson-Burgos seconded the motion.

Councilor Jourdain made a motion to adopt, send to the mayor, with a copy to Public Safety. Councilor Bartley seconded the motion.

Councilor Givner noted that at the September 18th meeting, she filed an order to create an ordinance to bring the Building Department into creating transparent policies for the city relative to code enforcement. She noted that after filing that order, she had also received a letter as a multifamily building owner and was going through the same things many of the other building owners were going through. She then suggested the city was working to understand where the issues were happening, and things were in process to address them.

Councilor Magrath-Smith commended councilors who had been doing the legwork to figure out how to respond. She then questioned the part of item 54 that asked for fines already paid to be rescinded or held in escrow. She noted those two options were very different, and she believed there should be more conversation to determine which one the Council was looking for, perhaps amending the order right away or have the conversation in committee.

Councilor Devine stated that the order was worded to recognize that it may not be clear who was in compliance, who ignored it, and who got fined. She then emphasized that there were people who did everything they were supposed to do and still got letters informing them they were going to be fined. She added that the Law Department determined there shouldn't have been a fine. She then expressed to the homeowners that her heart broke for those going through this. She then offered assurance that the Council would do whatever it could to help.

Councilor Bartley made a motion to receive and adopt items 55 and 56. He then stated that item 55 was to seek a moratorium for 18 to 36 months. He then suggested that there was no need to slice and dice the details, emphasizing that there was a poor rollout and everything should be rescinded for now. He noted that he spoke with the District 2 manager on the moratorium, who then referenced chapter 143, subsection 3 and 3A. He then asked that both of his orders go to the Ordinance Committee. He added that the Building Department had discretion to stop all of this. He also emphasized that the department dropped the ball for 30+ years. He then clarified his motion was to refer items 55 and 56 to the Ordinance Committee to get feedback. Councilor Anderson-Burgos seconded the motion.

Motion was made and seconded to suspend the necessary rules to allow Atty Mantolesky to address the Council.

Atty Mantolesky explained that when the Law Department began hearing from people, they had already asked the Building Department to ensure that no other letters go out. She noted that letters had gone out for around half of the properties on the list. She added that they had been waiving fees where they could. She then encouraged homeowners to reach out to her department and the Building Department, especially if they had COI's issued. She then reiterated that a halt to the letters had already happened.

Councilor Jourdain commended the property owners for attending the meeting. He then noted that he and many other councilors had been receiving calls from good, responsible people who could not believe Holyoke would treat them this way. He added that it bothered him to see government not on the city of regular people. He also emphasized that the role of the City Council was to be a check on an overbearing government. He also asked to hear from the mayor on why people were being treated this way and what the end game was with levying these fines. He added that he had believed this was meant to be about safety and not drilling people into the ground.

President Murphy-Romboletti emphasized that the mayor was invited to every Council meeting and the mayor would be invited to the subcommittee meeting.

Atty Mantolesky stated that she spoke with the mayor earlier that day, and understood this was about safety. She added that he brought up the concern of a family who may be on the top floor of a 3 family building trying to escape a fire. She emphasized the point was not as a money grab, recognizing that it could feel that way to people, but all residents of the city needed to be considered and protected. She added that they recognize the growing pains of reinstituting policies that had not been enforced for 30 years.

President Murphy-Romboletti clarified that the motions were that item 54 would be to receive, send to the mayor, with a copy to Public Safety, and items 55 and 56 would be sent to Ordinance.
---> Received and referred to the Ordinance Committee.

LAI D ON THE TABLE

There was a 9 minute recess.

(1:02:30)

MAGRATH-SMITH - Ordered, that the Director of Economic Development and Planning come into the Finance Sub-Committee to discuss the use of cannabis impact fee funds and future implications for us as a city.
---> Laid on the table.

COMMUNICATIONS

(1:02:50)

From Mayor Joshua Garcia, letter appointing Mr. Jose L. Maldonado Velez of 75 Linden St to serve as a Commissioner on the Holyoke Housing Authority. Mr. Maldonado Velez will finish out the term of Ms. Gladys Lebron-Martinez which will expire on April 1, 2029.

Councilor Bartley suggested appointing right away, noting the committee was down a commissioner and the Council was familiar with Mr. Maldonado Velez, unless anyone objected.

Councilor Jourdain stated that he objected, emphasizing that it was nothing personal, but it was an important position.

Councilor I. Rivera stated that Mr. Maldonado Velez wanted an opportunity to come in and speak with the committee.
---> Received and referred to the Public Service Committee.

From Mayor Joshua Garcia, letter appointing Ms. Leslie Ward of 356 Springfield St. #1L to serve as Interim Building Commissioner
---> Received.

From Mayor Joshua Garcia, letter regarding two grants
---> Received.

From City Clerk Brenna Murphy Leary, meeting minutes from October 1, 2024.
---> Received and Adopted.

Motion was made and seconded to suspend the necessary rules to take up items 7 and 8 as a package.

From Assistant City Solicitor Jane Mantolesky, legal opinion regarding City Council Meetings
---> Received. Copied to the Mayor. Copied to the Finance Committee.

From Assistant City Solicitor Michael Bissonnette, legal opinion regarding financial transfer

Councilor Devine asked if there was a late file related to these items, and suggested these two items go to committee along with that item.

President Murphy-Romboletti stated that Late File 57 was the related item.

Motion was made and seconded to suspend the necessary rules to take up Late File 57 with items 7 and 8 out of order.

Councilor Bartley asked if it would be allowed to comment on this item.

Councilor Jourdain stated that it would not be in order.

President Murphy-Romboletti stated that in looking back at the previous meeting's recording, she recognized that it was a mistake to rule it was the first reading when it was the second reading. She noted that the same mistake would not be made again.

---> Received. Copied to the Mayor. Copied to the Finance Committee.

DEVINE – Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE HUNDRED EIGHT THOUSAND SIX HUNDRED NINETY FIVE AND 56/100 Dollars (\$108,695.56) as follows:

FROM: 8815-10400	CANNABIS STABILIZATION	\$108,695.56
UPDATE TO FY2025		
TOTAL:		\$108,695.56
TO: 19412-57630	SOLICITOR – CLAIMS & DAMAGES	\$108,695.56
TOTAL:		\$108,695.56

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, October 15, 2024.

Joshua A Garcia, Mayor

---> Received and referred to the Finance Committee.

From City Council President Tessa Murphy-Romboletti- FY25 Fall Paving Update 24-10-09

---> Received.

From Admin Asst Jeffery Anderson-Burgos, executive session minutes of September 4, 2024 (to be released following review at a future executive session).

Councilor Bartley asked if they had been released to the public.

President Murphy-Romboletti stated they would be released after review at a future executive session.
---> Received.

From City Auditor Tanya Wdowiak City of Holyoke Revenue, Expenses and Fund and Budget vs Actual

Councilor Jourdain asked if an electronic was sent that could be shared.

President Murphy-Romboletti stated that one was sent.
---> Received and referred to the Finance Committee.

PRESIDENT'S REPORT

(1:10:45)

President Murphy-Romboletti offered a reminder that the mayor's reception for the Volleyball Hall of Fame would be taking place that Friday, and councilors planning to attend should RSVP with the mayor's office. She then offered a reminder that the first meeting in November would not be on Tuesday due to the election, and would be held on Thursday, November 7th per an order on this agenda. She then explained that she spoke with the City Clerk and understood the Friday at noon deadline would remain so their office could handle election preparations.

She also offered a reminder that the Tax Classification hearing would take place on November 6th. She added that they were looking at November 20th or 21st for the date of the tax rate vote to get it done before Thanksgiving, noting that it needed to be done by the first week of December per the state's requirement.

Councilor Bartley stated that the two signed volleyballs from the previous two years of inductees would be presented to the Volleyball Hall of Fame at the Friday event. He added that he would work with Admin Asst Councilor Anderson-Burgos as well as Councilor Anderson-Burgos to get a new volleyball signed by the current year's inductees to be displayed in chambers at the first meeting in November.

Councilor Jourdain suggested that the tax classification vote could take place at the meeting on the third Tuesday of November in order to avoid a separate meeting. He noted it hadn't taken as long in recent years.

Councilor Givner stated that the Paper City Food Festival, the Brick race, and Doors Open Holyoke were all taking place that weekend.

President Murphy-Romboletti added that the Magic for Maddie event was also happening.

Councilor I. Rivera added that a car show on Race Street was also happening.

President Murphy-Romboletti commended all of the awesome humans planning these events. She added that people could find the information on Explore Holyoke.

REPORTS OF COMMITTEES

(1:15:15)

The Committee on Ordinance to whom was referred an order That our ordinance that requires sinks in certain establishments (such as tattoo parlors, etc) be connected to city water be modified to allow for portable sinks as an option.

have considered the same and Recommended that the Board of Health recommendation be accepted that portable sinks are not allowed.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that Councilor Vacon filed the order on behalf of a constituent. He then stated that the Board of Health Director visited the space, others have tried something similar, and the state clarified that having a restroom for handwashing was different than needing to have a handwashing station elsewhere such as in a kitchen. He then explained that the portable sink would be a workaround but was not as safe as having a sink present. He then explained the Board of Health did not recommend changing the ordinance.

Councilor Vacon stated that was an accurate summary.

---> Report of Committee received and recommendation Adopted.

Motion was made and seconded to suspend the necessary rules to take up items 13 and 14 as a package.

The Committee on Ordinance to whom was referred an order that a Handicap Parking Sign be installed for Daniel Canales of 95 Newton St.

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

----> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Adopted on a call of the roll of the yeas and nays--
Yeas 12--Nays 0--Absent 1 (J. Rivera).

The Committee on Ordinance to whom was referred an order r to request the installation of a handicapped parking spot in front of 56 Mosher Street, where Mrs. Jusino resides. This request is made considering the disability challenges faced by Mrs. Jusino, who has issues accessing parking near her residences.

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the Disabilities Commission reviewed the requests and approved the spots.

----> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Adopted on a call of the roll of the yeas and nays--
Yeas 12--Nays 0--Absent 1 (J. Rivera).

The Committee on Ordinance to whom was referred an order that the DPW put a handicap parking space in front of 420 Dwight Street.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that this was correcting the location of a space and the DPW had already taken care of this.

---> Report of Committee received and recommendation Adopted.

The Committee on Ordinance to whom was referred an order that the Police Department be allowed to hire a Crime Analyst past the Grade 10 mid-range (which is \$70,407) to \$78,000.

have considered the same and Recommended that the order be adopted.

Committee Members:

Israel Rivera
Linda L. Vacon
Meg Magrath-Smith
David K. Bartley
Jenny Rivera

UNDER DISCUSSION:

Councilor I. Rivera stated that the order was recommended out of committee on a 2-1 vote, noting that Councilor Bartley had left, Councilor Vacon voted against it, and he as well as Councilor Magrath-Smith voted in favor of it. He added that the order was filed on behalf of HR. He then explained that a range had been set, but the person hired for the position was offered higher than the mid-range due coming with extensive experience from Springfield and had already been doing the job for some time. He noted the top of the range was \$82,000 and she was offered \$78,000. He also noted that Mayor Sarno of Springfield wrote a letter of recommendation. He also stated that she provided a letter to the committee explaining the work she had already been doing. He added that the Police Department's hiring team offered the salary during the process, and this was to rectify the situation.

Councilor Jourdain stated that the position had a range from the mid \$50's to the low \$80's and people knew the rules that people couldn't be hired above the midpoint. He also noted that he voted to set this position to \$0 in the budget, emphasizing that the tax levy increased by over \$3 million and some things needed to be cut. He added that the vote was 7-6 not to cut it. He then stated that he would not now be in favor of giving it a 12% increase. He also stated that nobody should have offered her more than what was legal. He also questioned how she could get pay raises when she would already be near the top of the range. He then expressed concern about the massive tax increases people were going to see in January. He added that this may be nice to have in the future, but it wasn't something the city could have now.

Councilor Anderson-Burgos stated that he looked at the position as an investment, allowing the city to look into the crime rate. He then suggested that continuing to add more officers would cost a lot more than \$78,000 for this position. He added that the city needed someone with a critical eye to help address the crime rate in the city. He then emphasized that taxpayers don't want to worry about their cars being broken into or about being mugged, illustrating why this was important.

Councilor Vacon offered a minority report, explaining that her perspective was similar to that of Councilor Jourdain's. She emphasized that the position's salary only made it into the budget by one vote. She then questioned bringing someone into this position at this high salary when she had heard from constituents that they wanted the Police Department to enforce the laws. She added that it appeared the city kept spending money to study things, but nothing was changing, and she did not see this as an effective use of taxpayer money.

Councilor I. Rivera stated that while he heard the concerns being expressed, he believed it would be the responsibility of the police chief to find the extra \$8,000 within the Police Department budget and would not add to the city budget.

Councilor Vacon stated that it would next year.

Councilor I. Rivera stated that in the next year, the Council did not need to allow the increase. He further suggested that it could mean them reducing their overtime dollars by \$8,000. He then questioned the suggestion that they could not find this within their budget. He noted that while he initially had the same concerns, he looked at the budget and recognized that this was a citizen position, not an officer position that would come with a lot of overtime and significant benefits.

Councilor Givner recalled that while serving on the Public Safety Committee the previous term, they often heard from the police chief on many occasions that the department did not have the information the committee wanted because they didn't have a crime analyst, and there was not enough time or resources in the department to put together reports. She then stated that while she did not necessarily agree with raising the salary from the \$70,000 that was agreed to, she understood the position was needed. She added that she would be supporting the change because as the Ward 4 councilor, she saw a lot daily and understood the community needed this position.

Councilor Magrath-Smith recalled that when the range was set, she had researched how much Springfield paid their crime analysts and found the original range made sense based on the job postings they were putting out. She then stated that she later came to understand was that they had a team of 3 crime analysts sharing the responsibilities and all being paid at the same range this one person would be paid in Holyoke. She suggested that the city needed to appreciate finding a good candidate that was coming up much experience and her resume had every industry specific system the city would have paid to train someone to have. She then suggested that Council got the range wrong based on a misunderstanding around what the role was and in looking at comparable roles in Springfield.

Councilor Sullivan stated that he had been against creating a new position. He then offered a reminder that he had proposed cutting the budget for the 4th captain. He then questioned how nobody in the department could do the crime analyst job, noting that the Police Department has captains with master's degrees, and they were overstaffed. He then explained that he was only considering supporting this was that the person left another job and came to Holyoke with a promise. He then suggested that in the next round of budget discussions, the Council needed to look at every line item, do their homework, and make the necessary cuts. He expressed frustration that there were almost no cuts at all the last time the budget was approved.

Councilor Bartley agreed that the only reason he might consider this was that the person was already doing the job. He then recalled there was debate over even going over the budget, noting that several councilors wanted to pass the budget as is without review. He then expressed slight disagreement with Councilor Sullivan over the cut, expressing that the Council did as good as it could. He then recalled that this specific budget item was fought about for months, expressed frustration that the Council now needed to bail out the mayor's office because he didn't put in the right amount, and then hired someone at an amount that was not legally authorized.

Councilor Jourdain commended Councilor Givner for her vote to allow the Council to go through the budget, noting that a different vote would have prevented the Council from going through the budget in the last cycle. He then questioned the notion that the Council would go through the Police Department budget and find the money, emphasizing that the track record of the Council was not to cut. He then emphasized that that the Police Department had not ever had a crime analyst, but it still had been able to arrest people and deploy resources, adding that the people at the top were being paid enormous salaries

to know what they were doing. He added that the budget needed to stick to a sustainable level of growth as opposed to the massive tax increases people were about to see in January.

Councilor Sullivan made a motion to move the question. Councilor Devine seconded the motion. Motion failed on a voice vote.

Councilor Greaney stated this was a classic example of the tail wagging the dog.

Councilor I. Rivera stated that the topic was specifically the order on the agenda. He then expressed concern with people using smoke and mirrors to convolute the conversation with different issues and confuse people with process. He then suggested that the mayor wasn't trying to change the budget and HR wasn't now saying they needed \$78,000 because they didn't manage it right, but that the Police Department made a decision they should not have made. He then emphasized that the high salaries in the Police Department were not new but had grown to massive levels over many years. He then reiterated this can be handled within their budget.

Councilor Devine stated that this person was hired after the chief negotiated a salary. She added that the person was competent and did not need to be trained. She also stated that the Council needed to stop nickel and diming and welcome this person to the city.

Councilor Vacon suggested that the city had gotten to the point it was at by taking hundreds of votes like this over time, adding to the budget and allowing it to become more bloated every year. She added that continuing to make excuses to keep taking taxpayer money would lead to this salary becoming the floor for the next budget. She then expressed that while she had compassion for the woman that was hired, she implored members to uphold the budget that was passed.

Councilor Greaney stated that the position called for a certain amount of money and this salary exceeded that. He then suggested the Council did not have the authority to be granting these raises.

---> Report of Committee received and the Ordinance passed its first reading.

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

The Committee has considered the same and find that it is truly and properly enrolled.

Report of Enrollment received.

The Ordinance was passed to be Ordained and Denied on a call of the roll of the yeas and nays--
Yeas 7--Nays 5 (Bartley, Greaney, Jourdain, Ocasio, Vacon)--Absent 1 (J. Rivera).

*This item was later reconsidered and laid on the table.

(1:56:55)

The Committee on Finance to whom was referred an order that City Council approve a scope of work change for a contract between Wistariahurst and the CPA Committee so remaining funds from a CPA project which came in under budget can be used to include plaster work in the Marble Lobby, the Great Hall, the Music Room, and the Silk Room.

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine stated that CPA Chair, Jay Ferreira, explained what the remaining balance was for. She added the original award was for \$95,000, which took care of the engineering survey of the main house, restoration of the chimney, and water damage of wallpaper. She then explained that the change would expand the scope to include ceiling restoration in the Marble Room and Great Hall, as well as wall restoration in the Silk Room, with a cost of \$27,500. She added that the available balance was due to the previous cost being reduced as a result of Tighe and Bond being able to use a previous engineering study.

---> Report of Committee received and recommendation Adopted.

Motion was made and seconded to suspend the necessary rules to take up items 18 and 19 as a package.

The Committee on Finance to whom was referred an order Memorandum of Agreement by and Between the City of Holyoke and NAGE R1-180, Clerical Union

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Jourdain asked if this required an ordinance change, noting there was discussion in Ordinance and he wondered if that was related to this position or another position.

Councilor Devine expressed her understanding that this was a name change of a position.

Councilor Jourdain asked if there was an item tabled in Ordinance that this would be the funding for.

Councilor I. Rivera deferred to Councilor Bartley as knowing more.

Councilor Vacon stated that the position in Ordinance was an appeals officer, and she was unsure if the licensing agent was the same.

President Murphy-Romboletti stated that she did not believe so.

Councilor Devine stated that this was a new name for a position as it was now doing more than it used to do.

Motion was made and seconded to suspend the necessary rules to allow Atty Bissonnette to address the Council.

Atty Bissonnette stated they were two separate positions, noting the one in Ordinance was a hearing officer that would handle code enforcement fines and complaints to avoid having to go to Housing Court. He added this agreement would authorize the mayor to hire outside the mid-range.

Councilor Jourdain expressed his support for this.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (J. Rivera).

The Committee on Finance to whom was referred an order , that there be and is hereby appropriated by transfer in the fiscal year 2025, FIVE THOUSAND AND 00/100 Dollars (\$5,000) as follows:

FROM:

11752-53010 CONTRACTED SERVICES \$5,000

TOTAL: \$5,000

TO:

11751-51112 LICENSING AGENT \$5,000

TOTAL: \$5,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (J. Rivera).

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, FIFTY THOUSAND AND 00/100 Dollars (\$50,000) as follows:

FROM:

12941-51104 PAY-TREE CLIMBER \$50,000

TOTAL: \$50,000

TO:

12942-53010 CONTRACT FORESTRY SERVICES \$50,000

TOTAL: \$50,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine stated that the DPW hadn't been able to find a tree climber and needed to contract out for the services.

Councilor Bartley stated that there were mechanisms in state law allowing municipalities to share services. He then suggested that the city could share these services with nearby communities.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 1 (Bartley)--Absent 1 (J. Rivera).

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE HUNDRED NINETY TWO THOUSAND FIVE HUNDRED AND 00/100 Dollars (\$192,500) as follows:

FROM:

8811-10400 CAPITAL STABILIZATION \$192,500

TOTAL: \$192,500

TO:

14223-58001 CAPITAL OUTLAY-FUEL DEPOT \$192,500

TOTAL: \$192,500

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine deferred to Councilor Jourdain for an explanation.

Councilor Jourdain stated that DPW Director, Carl Rossi, explained that this was for extensive renovation on Commercial Street at the fuel depot. He recalled that prior to 20 years ago, the city used a private vendor with local gas stations and the city sought to get away from that to ensure the city always had access to gas in an emergency. He added that the city did not want to pay excise surcharges required by the state. He emphasized that the city having its own fuel depot was a savings over the long run, but the facility needed a lot of upgrades.

Councilor Greaney asked how much fuel was contained in the depot.

Councilor Jourdain stated that the question hadn't been asked.

Councilor Bartley suggested that info may not be good for release to the public, but the Council could still be apprised. He then commended the mayor for developing and consistently funding the capital stabilization account.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 0--Absent 2 (I. Rivera, J. Rivera).

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE HUNDRED FIFTY THOUSAND AND 00/100 Dollars (\$150,000) as follows:

FROM:

8811-10400 CAPITAL STABILIZATION \$150,000

TOTAL: \$150,000

TO:

13003-58000 SCHOOLS-CAPITAL OUTLAY \$150,000

TOTAL: \$150,000

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine

Kocayne Givner

Michael Sullivan

Kevin A. Jourdain

Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine stated that this was for the McMahon School boiler replacement. She then explained the boiler was old and needed to be repaired. She then stated that they would be seeking a wavier from the state to allow for it to be repaired rather than needing to put in a brand new one, noting the bids came in at \$6 million and their budget was only \$1.2 million.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (J. Rivera).

The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, ONE HUNDRED FIFTY THOUSAND AND 00/100 Dollars (\$150,000) as follows:

FROM:

8810-10400 CITY GENERAL STABILIZATION \$150,000

TOTAL: \$150,000

TO:

13003-58000 SCHOOLS-CAPITAL OUTLAY \$150,000

TOTAL: \$150,000

have considered the same and Recommended that the order be denied.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine stated that this being denied as item 22 was what this was being used for.

Councilor Sullivan stated that capital stabilization started out the year at close to \$1 million and this would leave around \$374,000 remaining just 3 months into the fiscal year.

Councilor Greaney asked for clarification that a yes vote would be to deny.

President Murphy-Romboletti confirmed that was accurate.

---> Passed two readings and recommendation to deny Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (J. Rivera).

Motion was made and seconded to suspend the necessary rules to take up items 24 and 35 as a package.

The Committee on Finance to whom was referred an order , that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "COMMUNITY COMPACT GRANT-SPEED MANAGEMENT PLAN, \$50,000, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

have considered the same and Recommended that the order be adopted.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine stated that the grant would to help address speeding issues.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--
Absent 1 (J. Rivera).

Devine- Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "COMMUNITY COMPACT GRANT-CAPITAL IMPROVEMENT PLAN, \$50,000, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, October 15, 2024.

Joshua A Garcia, Mayor

UNDER DISCUSSION:

Councilor Vacon asked if there was a time constraint on this item to pass it right away.

Councilor Devine stated that there wasn't, but that they were both sent at the same time and she did not believe it needed to be sent to committee. She then suggested that the grant was self-explanatory.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--
Absent 1 (J. Rivera).

The Committee on Finance to whom was referred an order that Holyoke accept the local option excise tax on retail marijuana for adult use of 3% as allowed by State Law.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Patricia Devine
Kocayne Givner
Michael Sullivan
Kevin A. Jourdain
Carmen Ocasio

UNDER DISCUSSION:

Councilor Devine stated that the auditor explained that this had already been in place in May 15, 2018.
---> Report of Committee received and recommendation Adopted.

(2:19:45)

The Committee on Joint Committee of City Council and School to whom was referred an order that the School Department provides a Crossing Guard at the corner of South Bridge St and Sargent St. To protect the children and families crossing the street. Coming to and from Morgan School this is a very dangerous situation that needs immediate attention.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

UNDER DISCUSSION:

Councilor Jourdain stated that the committee appreciated the work Councilor Ocasio was doing in her ward to address these kinds of issues. He then explained that the issue was identified and the School Department was now providing the crossing guard.

Councilor Ocasio stated that there had been a gentleman at the intersection since school started.
---> Report of Committee received and recommendation Adopted.

President Murphy-Romboletti stated that item 27 remained tabled in committee.

The Committee on Joint Committee of City Council and School to whom was referred an order that the School Receiver and Father Albert be invited to the Joint Committee of the City Council to discuss the status of the school breakfast and lunch program in Holyoke. If they cannot attend please send the City Council a letter to let us know if the concerns about the parochial school children losing their breakfast and lunch has been resolved satisfactorily or if the matter is still unresolved from their perspective and the children might still lose out. Please keep us posted until resolved.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

UNDER DISCUSSION:

Councilor Jourdain stated that the committee discussed the parochial school lunch program with Sodexo officials, schools officials, as well as the officials from the diocesan school. He then explained that the root

of the problem related to the counting of students getting meals, with the number of meals coming in was higher than kids getting meals. He then stated they were now back on track. He then emphasized that state and federal government subsidized these lunch for both public schools and parochial schools, ensuring kids get nutritious meals.

---> Report of Committee received and recommendation Adopted.

President Murphy-Romboletti stated that item 29 remained tabled in committee.

The Committee on Joint Committee of City Council and School to whom was referred an order - The administrative assistant add a page to the city's web site that highlights Holyoke's sister cities program. So far as I can tell there are sister city relationships with Salinas (Puerto Rico), Tralee (Ireland) and SVALYAVA (Ukraine). Receive and adopt. Copy Joint Committee as an FYI as I'm hoping there could be an educational component for HPS students.

have considered the same and Recommended that the order has been complied with.

Committee Members:

Kevin A. Jourdain
Carmen Ocasio
Howard Greaney, Jr

UNDER DISCUSSION:

Councilor Jourdain stated that they would seek to build a background of Holyoke's sister cities on the website. He then explained that the item was actually tabled in committee as they would be looking to put together material and history through coordination with teachers and schools.

---> No vote taken

ORDERS AND TRANSFERS

(2:25:10)

President Murphy-Romboletti stated that items not being voted on would not be discussed.

Motion was made and seconded to suspend the necessary rules to take up items 31 and 32 as a package.

Devine- Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY NINE THOUSAND ONE HUNDRED SEVENTY ONE AND 94/100 Dollars (\$29,171.94) as follows:

FROM:

12101-51105 SERGEANTS \$7,135.36

12101-51107 PATROLMEN 22,036.58

TOTAL: \$29,171.94

TO:

12101-51180 INJURED ON DUTY \$29,171.94

TOTAL: \$29,171.94

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, October 15, 2024.

Joshua A Garcia, Mayor

---> Passed two readings and Adopted on a call of the roll of the yeas and nays-- Yeas 12--Nays 0-- Absent 1 (J. Rivera).

Devine- Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, EIGHT THOUSAND SIX HUNDRED THIRTEEN AND 60/100 Dollars (\$8,613.60) as follows:

FROM:

12201-51103 CAPTAIN \$3,663.90

12201-51105 FIRE FIGHTERS 4,949.70

TOTAL: \$8,613.60

TO:

12201-51180 INJURED ON DUTY (PP #7) \$8,613.60

TOTAL: \$8,613.60

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, October 15, 2024.

Joshua A Garcia, Mayor

UNDER DISCUSSION:

President Murphy-Romboletti stated that item 31 was for 12 officers, and item 32 was for 3 firefighters.

Councilor Devine stated that there were injured on duty transfers that were always passed right away.

---> Passed two readings and Adopted on a call of the roll of the yeas and nays-- Yeas 12--Nays 0-- Absent 1 (J. Rivera).

Devine - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, THIRTY THREE THOUSAND AND 00/100 Dollars (\$33,000) as follows:

FROM:

14101-51101 PAY-ENGINEER \$19,000

14101-51105 PAY-SR CIVIL ENGINEER 14,000

TOTAL: \$33,000

TO:

14102-53010 PROF ENGINEERING SERVICES \$33,000

TOTAL: \$33,000

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, October 15, 2024.

Joshua A Garcia, Mayor

---> Received and referred to the Finance Committee.

Devine- Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY2025 STATE 911 DEPARTMENT SUPPORT & INCENTIVE GRANT, \$306,443, NO MATCH" grant and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, October 15, 2024.

Joshua A Garcia, Mayor

---> Received and referred to the Finance Committee.

Jourdain - Auditor please update our on-line filings on city website to include our audited financial statements from FY 2021 to Current and our city budgets for FY 23-25.

---> Received and Adopted. Copy to Auditor.

Jourdain - Ordinance be created that requires the police to report all damage to city property greater than \$1,000 from a motor vehicle accident to the City Council, Mayor and Law Dept. Further, that the DPW, Mayor and Law Dept have an affirmative duty to pursue collection action against the insurance carrier and/or operator or other responsible party to make the City whole for damage to city property resulting from motor vehicle accidents. City needs to have an ordinance establishing a policy in this matter to help ensure uniformity of enforcement.

---> Received and referred to the Ordinance Committee.

Jourdain., Ocasio- Mayor and DPW please replace the traffic light at the corner of Main Street and Vernon Street as soon as possible. The City Council has requested it be replaced multiple times after it was hit in a traffic accident on July 1, 2022. It should not be removed because of alleged expense to replace. Mayor and Law dept please also provide us with what collection efforts including lawsuits that may have been filed against the operator who damaged the light controls to reimburse the city for the damage before any applicable statute of limitations expires. Please also advise if the city has any

potential insurance coverage for this claim. Finance should meet to discuss with all parties involved.
---> Received and referred to the Finance Committee.

Jourdain- Ordinance Sec 86-6 be updated from \$200 to \$1000 for consistency with state law.
---> Received and referred to the Ordinance Committee.

Givner- Handicap Placard Application for Margarita Roldan of 150 Linden St.
---> Received and referred to the Ordinance Committee.

Magrath-Smith- Ordered, that speed humps be placed on Old Jarvis based on the recommendation of the traffic study completed in 2008.
---> Received and referred to the Public Safety Committee.

Magrath-Smith- Ordered, that the consulting City Engineer, DPW Director, and Police Chief provide an update as to traffic calming measures being taken on Bemis, including a timeline for the placement of permanent speed humps, and the number of speeding tickets taken the last two months.
---> Received and referred to the Public Safety Committee.

MURPHY-ROMBOLETTI - Ordered, that the regular City Council meeting scheduled for November 5, 2024 be rescheduled for November 7, 2024 due to the election.
---> Received and Adopted.

Ocasio, Greaney - Order that the City replace the Traffic Light that was on Vernon St and Main St. And know longer there due to car accident. Safety issue kids walking to and from Dean Tech cars speeding.

Councilor Ocasio stated that it should be amended to Vernon St, instead of James St.

Councilor Greaney asked to be added to the order.
---> Received and referred to the Finance Committee.

Ocasio, Greaney - Order that the City put 2 speed humps before and after that blind turn were the 11yr old girl got hit ASAP

Councilor Jourdain suggested it should be adopted.

Councilor Vacon stated it would need a petition.

Councilor Jourdain suggested raised sidewalks if it couldn't be speed humps.

Councilor Greaney asked to be added to the order.

Councilor Jourdain made a motion to amend to state speed humps or raised crosswalks.

Councilor Vacon offered a reminder that an ordinance was just adopted to require petitions or raised crosswalks in addition to for speed humps. She suggested that temporary speed humps could be done.

Councilor Jourdain made a motion to amend to investigate installing speed humps and report back to the Council with a recommendation.

---> Received and Adopted. Copy to DPW, City Engineer.

Ocasio - Order that the City finish the rest of the sidewalk missing in front of the Dealership before Dean Tech. Dangerous kids walking on road to school.

---> Received and Adopted.

Ocasio- Order that the City provide a Crossing Guard at Dean Tech to make sure kids are Crossings Safety.

---> Received and Adopted. Copy to Receiver.

Ocasio- Order that the City put up signs saying slow down children walking or crossing.

Councilor Vacon asked if this was near Dean Tech.

Councilor Ocasio confirmed that it was.

Councilor Jourdain made a motion to amend to clarify this was on Main Street near Dean Tech.

---> Received and Adopted. Copy to DPW.

Ocasio- Order that the City put up Speed Limit sign from Dean Tech to James St.

Councilor Vacon asked if this needed to go to Ordinance.

Councilor Jourdain clarified this was just putting up informational signs. He added that sign to should be amended to signs plural.

---> Received and Adopted. Copy to HPD for enforcement.

Rivera, J.-Order that Vcare on High Street be allocated an additional parking spot. This request is necessitated by the increase in participants and the operation of two vans for transportation. Many of these participants are elderly individuals who rely on wheelchairs, electric scooters, and walkers. This action is essential to ensure their safety and accessibility.

---> Received and referred to the Ordinance Committee.

Rivera, J.- Request for School Zone Designation and Traffic Safety Measures on Race St. The new location of LightHouse Holyoke at 92 Race St. has raised safety concerns due to high traffic speeds; the Department of Public Works has indicated that the area needs to be designated as a school zone to improve safety; requests the designation of Race St. near 92 Race St. as a school zone; Request the installation of temporary "SLOW DOWN" signs in the area to enhance safety while the designation is processed.

---> Received and referred to the Ordinance Committee. Copy to DPW.

Vacon- ORDER: Due to the needed removal of the raised crosswalks on Homestead Ave. that our DPW/Engineer recommend traffic calming measures that are acceptable for that roadway.

---> Received and Adopted. Copy to DPW, City Engineer.

LATE FILED ORDERS AND COMMUNICATIONS

(2:41:25)

Rivera, I.- Order that the city treasurer/ auditor list all the revolving accounts the city has and break down their purpose, how much money they collect annually, what is the money being spent on, and how much is currently in each account. I file this order for the sake of transparency and giving the public a better understanding of municipal finances.

Motion was made and seconded to take final action.

---> Received and Adopted. Copy to Treasurer, Auditor.

Councilor Anderson-Burgos made a motion to reconsider the previous action on item 16. He then expressed concern about the employee leaving the position. Councilor Bartley seconded the motion.

---> Laid on the table.

Adjourned at 9:45 PM



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

City Solicitor

Kathleen E. Degnan, Esq.
Jane L. Mantolesky, Esq.
Michael D. Bissonette, Esq.
Tasheena Davis, Esq.
Mary E. Gotham, Paralegal

November 12, 2024

Holyoke City Council Ordinance Committee
City Council Chambers
536 Dwight Street
Holyoke, MA 01040

RE: Municipal Hearings Officer

Councilors:

Additional information has been requested as to what the Municipal Hearings Officer position would entail. Please let this letter provide such information.

Pursuant to MGL c. 148A a municipal hearings officer can hear appeals related to the state building code and state fire code. We were informed that the City did not have a municipal hearings officer despite an appeal process being outlined in MGL c. 148A. In addition, we have subsequently been informed that the City actually adopted MGL c. 40U back in 2010, but for some reason the adoption of said statute did not make it into Municode. We are working with the City Clerk to ensure that the same is updated with the provisions of MGL c. 40U. Section 6 of MGL c. 40U requires the appointment of a municipal hearings officer.

The municipal hearings officer should be a third party contractor and not an employee of the City of Holyoke department issuing the violation/fine. In addition, as the Law Department would be the one enforcing the fine if litigation were necessary, an employee from the Law Department should also not be the municipal hearings officer. In addition, a stipend would be necessary to pay such contractor. The municipal hearings officer must also attend a state mandated training.

If you have any additional questions or need anything further, please feel free to contact me.



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

City Solicitor

Kathleen E. Degnan, Esq.
Jane L. Mantolesky, Esq.
Michael D. Bissonette, Esq.
Tasheena Davis, Esq.
Mary E. Gotham, Paralegal

Very truly yours,

Jane Mantolesky
Assistant City Solicitor



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

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Kathleen E. Degnan, Esq.
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Michael D. Bissonette, Esq.
Tasheena Davis, Esq.
Mary E. Gotham, Paralegal

November 13, 2024

Holyoke City Council
City Council Chambers
536 Dwight Street
Holyoke, MA 01040

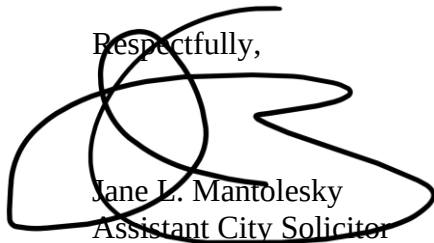
RE: Voting Requirements

Councilors,

Please let this communication serve as the response to the November 7, 2024, Order from President Murphy-Romboletti to provide an outline of the required votes needed for a variety of matters.

I have enclosed a chart regarding the same. Should you have any questions please do not hesitate to ask.

Respectfully,



Jane L. Mantolesky
Assistant City Solicitor

City Council Voting Specifics

Every member who is present when a question is put shall vote on the matter unless the City Council for special reasons excuses the member or unless the member's private interests are involved therein – general requirement that vote is required unless conflicted out – City Council rule 8G

<u>Provision</u>	<u>Required Vote</u>	<u>Authority</u>
Any ordinance, order, resolution or vote involving the appropriation or expenditure of money to an amount which may exceed two hundred dollars	Majority of all the members of the City Council (7)	Charter Section 22
Same day passage of ordinance, order, resolution of vote – upon written recommendation of the Mayor	2/3 of City Council present and voting* ¹	Charter Section 22
Reconsideration of Mayor's Veto	2/3 of City Council present and voting*	Charter 24
Loans	2/3 of City Council present and voting*	Charter Section 53
General appropriations/general stabilization fund appropriations	2/3 of City Council present and voting*	Charter at Section 49; MGL c. 40, Section 5B
Special stabilization fund appropriations	Majority of City Council present and voting ^{^2}	MGL c. 40, Section 5B
Abandonment of Easement	2/3 of City Council present and voting*	MGL c. 40, Section 15
Transfer of real estate from one department to another	2/3 of all members of City Council (9)	MGL c. 40, Section 15A

*¹MGL c. 4, Section 6 – “Wherever action by more than a majority of a city council is required...action by the designated proportion of the members thereof, present and voting thereon, in a city having a single legislative board, shall be a compliance with such requirement.”

^{^2}McElderry v. Planning Bd. of Nantucket – “In the absence of statutory restriction, the general rule is that the majority of a council or board is a quorum and a majority of the quorum can act.”

Zoning ordinance adoption or amendment	2/3 of all members of City Council (9)	MGL c. 40A, Section 5
Special Permit	2/3 of City Council present and voting*	MGL c. 40A, Section 9
Ordinance providing for increase in salary or wages	2/3 of City Council present and voting*	MGL c. 44, Section 33A
Transfer amount appropriated for one department to another appropriation for the same department	Majority of City Council present and voting^	MGL c. 44, Section 33B
Transfer amount appropriated for one department to the appropriation for another department	2/3 of City Council present and voting*	MGL c. 44, Section 33B
Transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year, to apply to the previous fiscal year, any amount appropriated, other than for the use of a municipal light department or a school department, to any other appropriation	Majority of City Council present and voting^	MGL c. 44, Section 33B
Acquisition of real property for municipal purposes	2/3 of City Council present and voting*	Ordinances at 2-336; MGL c. 40, Section 14
Declare property as surplus available for disposal	2/3 of City Council present and voting*	Ordinances 2-336; MGL c. 40 Section 15
Approve of final disposition of property	Majority of City Council present and voting^	Ordinances at 2-336
Licenses over 30 days of city owned property	2/3 of City Council present and voting*	Ordinances at 2-336
Removal of speed humps	Majority of City Council present and voting^	Ordinances at 78-57

Resident only parking order and removal	Majority of City Council present and voting [^]	Ordinances at 86-406
Adoptions of ordinances	2/3 of those members present vote that the legal form be ordained	Ordinances at 2-9 and City Council Rule 8K
Items voted out of committee by committee itself	Majority of City Council present and voting	City Council Rule 4D
Items voted out of committee by full council	2/3 of all members of City Council (9) # ³ Relates to CC's own procedures and proceedings	City Council Rule 4D
Motion to take matter out of agenda order	Majority of City Council present and voting	City Council Rule 7A
All appointments unless provisions of Charter or Statute, Ordinance, or Rule provides otherwise	Majority of City Council present and voting [^] # – does not relate to CC's own procedures and proceedings	City Council Rule 8B
Motion to Pass the First Reading ⁺⁴	Majority of all members of City Council (7) #Relates to CC's own procedures and proceedings	City Council Rule 8K
Motion to Pass the Second Reading	Majority of all members of City Council (7) #Relates to CC's own procedures and proceedings	City Council Rule 8K
Motion that Legal Form be Ordained	2/3 of City Council present and voting*# – does not relate to CC's own procedures and proceedings	City Council Rule 8K

#³Turner v. Boston – rules adopted by a municipal legislative body cannot be in conflict with general or special laws and should only govern their own procedures and proceedings.

+⁴ Fuller v. Haines “In legislative bodies where several readings of an order are required, and in the absence of special rule, ***the referral of the order to a committee constitutes one stage or the first reading.***”

Referral to different committee	Majority of all members of City Council (7) #Relates to CC's own procedures and proceedings	City Council Rule 9B
---------------------------------	--	----------------------



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

City Solicitor

Kathleen E. Degnan, Esq.
Jane L. Mantolesky, Esq.
Michael D. Bissonette, Esq.
Tasheena Davis, Esq.
Mary E. Gotham, Paralegal

November 13, 2024

Holyoke City Council
City Council Chambers
536 Dwight Street
Holyoke, MA 01040

RE: Legal Opinion on Stabilization Voting Requirements Continued

Councilors,

Please let this opinion supplement Attorney Bissonette's Legal Opinion on Stabilization (voting requirements) dated October 10, 2024 (the "Opinion"). This supplement is provided to you in response to the November 7, 2024, Order from President Murphy-Romboletti to include additional information as it relates to the interplay between Section 49 of the Holyoke Charter and MGL c. 40, Section 5B.

The City of Holyoke has a special act charter which was enacted in 1896 (the "Charter"). Section 49 of the Charter has not been changed since its enactment in 1896. Section 49 provides as follows,

"Sec. 49. - Transfers of appropriations; authorization of expenditures without appropriation; approval of bills, pay rolls and vouchers; fiscal year.

No sum appropriated for a specific purpose shall be expended for any other purpose, and no expenditure shall be made nor liabilities incurred by or in behalf of the city until an appropriation has been fully voted by the city council, sufficient to meet such expenditure or liability, together with all prior unpaid liabilities which are payable out of such appropriation, except in accordance with the recommendation of the mayor to the city council, approved by the yea and nay vote of two-thirds of the council:

provided, however, that after the expiration of the financial year and until the passage of the annual appropriations liabilities payable out of a regular appropriation to be contained therein may be incurred to an amount not exceeding one third of the total of such appropriation for the preceding year. Every bill, pay roll or other voucher covering



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Tasheena Davis, Esq.

Mary E. Gotham, Paralegal

an expenditure of money shall be approved by the signatures on the back of such bill or voucher of the majority of the board or committee having control of or incurring such expenditure, and after such approval such bills, pay rolls or vouchers shall be turned over to the auditor. The financial year shall begin with the first day of December in each year.”

The emphasized language provides that appropriated sums may not be used for another purpose unless the same is approved by the City Council by a two-thirds (2/3) vote.

The Massachusetts General Laws have specific statutes related to stabilization accounts and transfers from the same. Specifically, MGL c. 40, Section 5B provides the following,

“There shall be designated 2 types of stabilization funds: (i) the general purpose stabilization fund; and (ii) special purpose stabilization funds. At the time of creating any stabilization fund, the city, town or district shall specify, and at any later time may alter, the purpose of the fund, which may be for any lawful purpose, including, but not limited to, an approved school project pursuant to chapter 70B or any other purpose for which the city, town or district may lawfully borrow money. **The specification and any alteration of purpose and any appropriation of funds from the general purpose stabilization fund shall be approved by a two-thirds vote**, except as provided in paragraph (g) of section 21C of chapter 59 for a majority referendum vote. Subject to said section 21C of said chapter 59, any such vote shall be of the legislative body of the city, town or district, subject to its charter. **Appropriation of funds from a special purpose stabilization fund shall be approved by a majority vote.**”

The emphasized language provides that appropriation of funds from a general stabilization fund requires a two-thirds (2/3) vote and appropriations of funds from a special stabilization fund requires only a majority vote.

A City Councilor has inquired as to whether or not Section 49 of the Charter requires a two-thirds (2/3) City Council vote to approve a transfer from the Cannabis Stabilization Fund despite the fact that MGL c. 40, Section 5B only requires a majority vote for appropriation of funds from a special stabilization fund. It is this office’s opinion that Section 49 of the Charter is preempted by MGL c. 40, Section 5B.



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“[Generally] absent a clear legislative intent to the contrary the provisions of a special charter generally prevail over conflicting provisions of a subsequently enacted general law. ... Local regulations enjoy a presumption of validity, and a sharp conflict between the local and State legislation is required before the local regulation will be held invalid.” School Committee of Boston v. Boston, 383 Mass. 693, 700-701, 421 N.E.2d 1187, 1193, 1981 Mass. LEXIS 1299, *15-16. “That sharp conflict appears when either the legislative intent to preclude local action is clear, or, absent plain expression of such intent, the purpose of the statute cannot be achieved in the face of the local by law.” Grace v. Brookline, 379 Mass. 43, 53-54 (1979). It is clear that the intent of the state legislature was to restrict cities and town’s ability to appropriate funds from stabilization funds and the purpose of MGL c. 40, Section 5B cannot be achieved in the face of Section 49 of the Charter.

The state clearly intended that appropriations from special stabilization funds be only subject to a majority vote. This is demonstrated by the fact that MGL c. 40, Section 5B utilizes the word “shall” as opposed to “may”. “In a comment on the legislative rights of municipalities under § 6 of the Home Rule Amendment, it has been said that “[g]enerally speaking, it is agreed by most home rule students that unless a state statute clearly limits local actions by use of the directive word *shall* (as opposed to the permissive word *may*) or by use of the phrase *but only in the manner hereinafter provided*, or similar words of exclusion, municipalities may do other than is as provided by that statute - unless the state legislation so broadly encompasses the field as to indicate a clear intention to preempt the matter as an area of complete state concern...”. Gere and Curran, Home Rule (Bureau of Pub. Affairs, Boston College and Bureau of Govt. Research, U. of Mass.) 36.

In addition, the state clearly intended that MGL c. 40, Section 5B prevail over the Charter as MGL c. 40, Section 5B explicitly limited in the manner in which the city can appropriate funds from special stabilization accounts. Legislative intent can be inferred as the state legislature has “explicitly limited the manner in which cities and towns may act on that subject”. Bloom v. Worcester, 363 Mass. 136, 155, 293 N.E.2d 268, 280, 1973 Mass. LEXIS 390, *32 (Mass. February 22, 1973).

Furthermore, the Supreme Judicial Court has held that provisions of MGL c. 40, Section 5B are examples in which legislative intention to restrict or forbid contrary local ordinances or by-laws may be clearly inferred. “For other examples of legislation from which a legislative intention to restrict or forbid *contrary* local ordinances or by-laws may clearly be inferred, seeG. L. c. 40,



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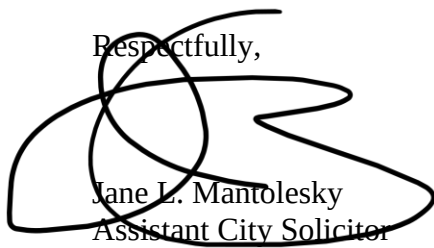
Mary E. Gotham, Paralegal

§ 5B...". Bloom v. Worcester, 363 Mass. 136, 156, 293 N.E.2d 268, 280, 1973 Mass. LEXIS 390, *33 (Mass. February 22, 1973).

Finally, it would make little sense to exclude the City from the operation of MGL c. 40, Section 5B simply because the City took the initiative to obtain a special law (the Charter) prior to the time MGL c. 40 Section 5B was enacted. See generally Medeiros v. Board of Election Comm'rs, 367 Mass. 286, 291, 325 N.E.2d 579, 582, 1975 Mass. LEXIS 841, *9.

Considering the above, it is this office's opinion that MGL c. 40, Section 5B preempts Section 49 of the Charter. Should you have any additional questions please do not hesitate to ask.

Respectfully,



Jane L. Mantolesky
Assistant City Solicitor

Tyler Ingraham

Attorney at Law

One Monarch Place, Suite 1330, Springfield, MA 01144 | (413) 225-2204 | Tyler@413Justice.com

Dated: November 8, 2024

Via regular mail and email to

ball@holyoke.org

Lisa Ball, City of Holyoke City Solicitor
20 Korean Veterans Plaza, Room 204
Holyoke, MA 01040

Via regular mail and email to

dpw@holyoke.org

City of Holyoke City Engineer
63 Canal Street
Holyoke, MA 01040

Via regular mail and email to

Anderson-BurgosJ@holyoke.org

Holyoke City Council
c/o Jeffery Anderson-Burgos
536 Dwight St, Room 10
Holyoke, MA 01040

Via regular mail and email to

wardl@holyoke.org

Leslie Ward, City of Holyoke Building
Commissioner
20 Korean Veterans Plaza, Room 300
Holyoke, MA 01040

Via regular mail and email to

btejada@holyoke.org

City of Holyoke Planning Board
c/o Brianna Tejada
20 Korean Veterans Plaza, Room 406
Holyoke, MA 01040

REQUEST FOR ORDINANCE ENFORCEMENT

Dear City Solicitor Ball, Commissioner Ward, and members of the Holyoke Planning Board, Engineering Department, and City Council,

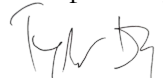
Please accept this request to the City of Holyoke to enforce its ordinances as they apply to a construction project occurring at 224 Westfield Road in Holyoke. I, along with Attorney Mark Albano, represent West Holyoke Plaza, LLC, an abutter to 224 Westfield Road. 224 Westfield Road and a building on that property was recently purchased. On October 22nd, the new owner received a permit to, among other things, demolish a porch. The new owner is in the process of turning the space formerly occupied by the porch into a driveway and constructing a parking lot behind the building.

I spoke with employees of the city who have notified me that a site plan review was not

approved or provided for this work. This constitutes a significant change in the parking, triggering the site plan requirements as “[c]hanges in use of any building that will introduce significant quantifiable alterations as reasonably determined by the planning board regarding on and off site traffic, and curb cuts, site design or other site features.” Appendix A, § 10.1 *et seq.* (12-15-2009), Ordinances of the City of Holyoke. Also required would be a Stormwater Management Plan. Appendix A, § 10.1.5 (12-15-2009), Ordinances of the City of Holyoke. Furthermore, this work appears to constitute an expansion or modification of an existing, non-conforming use, requiring the award of a special permit from the City Council. Appendix A, §4.7 *et seq.* (12-15-2009), Ordinances of the City of Holyoke.

I have provided copies of this letter to relevant parties from the city. We request you enforce the ordinances of the city of Holyoke and confirmation of the same.

Respectfully,



Tyler Ingraham



City of Holyoke,
Massachusetts

Birthplace of Volleyball

Jeffery Anderson-Burgos <anderson-burgosj@holyoke.org>

June 20-21, 2025 event

4 messages

g. caballero <caballero.gloria3035@gmail.com>

To: Jeffery Anderson-Burgos <anderson-burgosj@holyoke.org>

Wed, Nov 13, 2024 at 11:57 AM

Good morning Jeffery

This is Gloria Caballero. I hope this email finds you well!

I am reaching out to you because I am organizing our Second Edition of Afro-Caribbean History through the Arts Festival that will take place on June 20-21, 2025 to celebrate Juneteenth here in Holyoke.

Thank you so much for your support!

Kindly and warmest regards,
Gloria

Here is the information.

Second Edition of Afro-Caribbean History through the Arts Festival
Celebrating Juneteenth, Holyoke
June 20 and 21, 2025

Featured Artists:

From Puerto Rico/Holyoke: Brendalis Cepeda (performer, cultural heritage advocate and educator)

From Cuba/Los Angeles: Lazaro Galarraga (Lead singer)

/New York: Román Díaz Rumba Ensemble

/New York: Danys Pérez and dancers

Location of Dance and Drumming Workshops:

St. Paul's Church,
485 Appleton St., Holyoke

From 4 pm-5 pm

June 20 and June 21

Location of Performances:

Holyoke Media

1 Court Plaza, Holyoke

and

Lyman Terrace Open Space

Holyoke

From 6 pm - 8 pm

June 20 and June 21

Dr. Gloria Caballero Roca

RECEIVED

NOV 13 2024

Holyoke City Clerk's
Holyoke, MA

Grant Completion Form : Entry # 4597

Grant Information

FIR1417

Grant Period

2/12/24 - 6/30/24

Grant Purpose

To fund Emergency Management Operations Center located within the Holyoke Fire Department to update technology and utilized during Citywide events such as Holyoke Saint Patrick's Road Race, Parade and Fiestas Patronales

Total Budget

\$12,350.00

Actual Expenses

11,914.84

Ending Fund Balance

\$0.00

Additional Materials (if necessary)

- [Holyoke-23EMPG-Grant-Completion-Form.pdf](#)

Grant Manager

Dale Glenn Fire

CITY OF HOLYOKE

GRANT COMPLETION FORM

City of Holyoke Ordinance:

Sec. 2-509. - *Grant* reporting.

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council next agenda. Once city council has concluded its discussion of the report, it shall be posted on the city website for a minimum of two weeks for the general public.

1. Grant Information

FIR1417, EMPG Grant MEMA

2. Grant Period

2/12/24 – 6/30/24

3. Grant Purpose

This grant was to fund the Emergency Operations Center located within the Holyoke Fire Department to be updated with technology and utilized during Citywide events such as the Holyoke Saint Patrick's Road Race and Parade

4. Total Budget

\$12,350.00

5. Actual Expenses

\$11,914.84

6. Ending Fund Balance

\$0.00 cash)

7. Grant Outcome

The funds were used to purchase technology for the Emergency Operations Center located within the Holyoke Fire Department. Updates were made and are now in use.

8. Additional Comments (optional)

Grant Manager
Signature: _____

Dale Gern

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 12								
ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
1417 FFY23 MA EMERGENCY MGMT. AGCY								
2200 FIRE								
000 UNCLASSIFIED								
1417 52000 PURCHASE OF SERVICES	0	0	0	2,500.00	.00	-2,500.00	100.0%*	
1417 54000 SUPPLIES	0	0	0	9,414.84	.00	-9,414.84	100.0%*	
TOTAL UNCLASSIFIED	0	0	0	11,914.84	.00	-11,914.84	100.0%	
TOTAL FIRE	0	0	0	11,914.84	.00	-11,914.84	100.0%	
TOTAL FFY23 MA EMERGENCY MGMT. AGCY	0	0	0	11,914.84	.00	-11,914.84	100.0%	
TOTAL EXPENSES	0	0	0	11,914.84	.00	-11,914.84		

CITY OF HOLYOKE



YEAR-TO-DATE BUDGET REPORT

FISCAL YEAR 2024 12								
	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
GRAND TOTAL	0	0	0	11,914.84	.00	-11,914.84	100.0%	

** END OF REPORT - Generated by Dale Glenn **

PLANNING BOARD PUBLIC HEARING MINUTES
SPECIAL PERMIT FOR DIMENSIONAL REGULATIONS (8.8.4)
SOUTH HOLYOKE HOMES PHASE 2 (2024-09) 163 CLEMENTE STREET (Parcel 028-04-001)

On Tuesday April 2, 2024, the Holyoke Planning Board held a Public Hearing regarding the above referenced application via Zoom.com meeting ID #836 3939 8493 at 5:30 p.m.

Attendance:**Planning Board**

Mimi Panitch Chairperson
 Kate Kruckemeyer Vice-Chairman
 Gurninder Dhaliwal Secretary
 Rosanna Lopez Member
 Lauren Niles Member

Planning Staff

Jeffrey Burkott Principal Planner
 Brianna Tejada Head Clerk

Others Present

Matthew Mainville Holyoke Housing Authority
 Sarah Meier-Zimbler Holyoke Housing Authority

At 5:46 p.m., Mimi Panitch called for a motion to open the above referenced Public Hearing. The motion was made by Kate Kruckemeyer and seconded by Rosanna Lopez. The motion carried 4-0 by roll call vote as follows:

Rosanna Lopez, Member..... Yes	Kate Kruckemeyer, Vice-Chairman..... Yes
Gurninder Dhaliwal, Secretary.... Yes	Mimi Panitch, Chairman Yes

Matthew Mainville introduced himself and gave a background of what would be presented in front of the Board, once finished he allowed Sarah Meier-Zimbler to take over. Sarah showed a slideshow of the Holyoke Housing Phase 1, and explained the newest project is Phase 2 and stated that the newest phase consists of three different vacant municipal lots that we have agreements with, with the Holyoke Redevelopment Authority. She also explained that one of the main changes that the Holyoke Housing Authority have made from when they came before the Board last, they have switched to modular construction to try to reduce prices. They are modular duplexes, and each tenant would own half of the duplex and there is 16 home ownership units, all three and four bedrooms with one that is fully accessible and wider than the rest.

The Board viewed the plans concurring that it was in the best interest of the city to have housing at that location.

Mimi Panitch asked for those who have any questions or comments, or to ask questions to come forward. No one was forthcoming.

Documents Viewed: Slide**Adjournment**

At 5:45 p.m., a motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal to close the Public Hearing. The motion carried 4-0 by roll call as follows:

Rosanna Lopez, Member..... Yes	Kate Kruckemeyer, Vice-Chairman Yes
Nathan Chung, Member Yes	Mimi Panitch, Chairman Yes

Respectfully submitted,


 Gurninder Dhaliwal, Secretary

Date signed: 9/27/2724

PLANNING BOARD PUBLIC HEARING MINUTES
SITE PLAN REVIEW (SECT 10) NORTHAMPTON STREET RESIDENTIAL DEVELOPMENT (FILE #157)
NORTHAMPTON STREET, JSH NOMINEE TRUST (223-00-001; 005; & 008)

On Tuesday, August 27, 2024, the Holyoke Planning Board held the above referenced Public Hearing via Zoom.com #836 3939 8493 at 5:30 p.m.

<u>Attendance:</u>		
Planning Board		Planning Staff
Mimi Panitch	Chairperson	Jeffrey Burkott Principal Planner
Kate Kruckemeyer	Vice-Chairperson	Brianna Tejada Head Admin Clerk
Gurninder Dhaliwal	Secretary (arrived 5:57)	
Rosanna Lopez	Member (arrived 6:24)	Others Present
Lauren Niles	Member	Attorney Jane Mantolesky
		Robert Levesque RL Associates
		James Fitzgerald 439 Northampton Street

Mimi Panitch, at 6:07 p.m. called for a motion to reopen (10/11/22, 11/29, 12/13; 1/10/23, 2/14, 3/28, 5/9, 7/11, 9/12, 11/14; 2/13/24, 3/12, 3/26, 5/14, 8/13) the above referenced Public Hearing. The motion was made by Kate Kruckemeyer seconded by Gurninder Dhaliwal. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairperson	Yes
Lauren Niles, Member	Yes	Mimi Panitch, Chairperson	Yes
Gurninder Dhaliwal, Secretary ..	Yes		

Jeff Burkott showed comment letter provided by Robert Levesque. Mimi Pantich began to read off letter, and item number 2 was determined to be a legal matter and should not be discussed during the hearing. Item number 3 brought up where the mail kiosk should be placed, Jeff Burkott brought up on screen a layout of possible places where the kiosks could land. Robert Levesque then explained where the kiosks could not be placed, the Board stated that were other spots on the layout where they could be placed. All other items were discussed excluding item number 7 in which Mimi Panitch stated that it is a legal issue and should not be discussed.

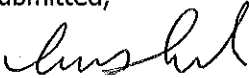
Rosanna zoomed into the Public Hearing at 6:24 p.m.

Mimi Panitch asked if anyone from the Board, Planning Staff, or public had any comments and James Fitzgerald came forward to express more concern on how he will be cut off from Northampton Street, and also explained how he does not like the project and feels the board should not approve it.

Adjournment
Mimi Panitch, at 6:24 p.m., called for a motion to continue the Public Hearing. A motion was made by Kate Kruckemeyer seconded by Gurninder Dhaliwal to close the Public Hearing. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairperson	Yes
Lauren Niles, Member	Yes	Mimi Panitch, Chairperson	Yes
Gurninder Dhaliwal, Secretary ..	Yes		

Respectfully submitted,



Gurninder Dhaliwal, Secretary

Date signed: 9/27/2024

**ZONING TEXT CHANGE, ADD SECTION FOR SHORT TERM RENTALS (2023-1)
AMEND SECTION 2 DEFINITIONS AND OTHER APPLICABLE SECTIONS
COUNCILOR MCGEE**

On Tuesday August 27, 2024, the Holyoke Planning Board held a Public Hearing regarding the above referenced application via Remote access via [www.zoom.us](https://us02web.zoom.us/j/83177436694?pwd=OEsrK2JFYWZ5SWVIdHlOQlUvQko4dz09) <https://us02web.zoom.us/j/83177436694?pwd=OEsrK2JFYWZ5SWVIdHlOQlUvQko4dz09>
Meeting ID: 831 7743 6694 **Meeting Passcode:** 289877 or by call in at 1 (646) 558-8656 at 6:30 p.m.

Attendance:

Planning Board

Mimi Panitch Chairperson
Kate Kruckemeyer Vice-Chairperson
Gurninder Dhaliwal Secretary (left 6:35)
Rosanna Lopez Member (arrived 6:24)
Lauren Niles Member

Planning Staff

Jeffrey Burkott Principal Planner
Brianna Tejada Head Admin Clerk

Mimi Panitch, at 6:33 p.m. called for a motion to open the above referenced Public Hearing. The motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal. The motion carried 4-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairperson	Yes
Lauren Niles, Member	Yes	Gurninder Dhaliwal, Secretary	Yes
Mimi Panitch, Chairperson	Yes		

Lauren Niles stated that project is waiting for questions from the Building Department and would like to continue the discussion to September 24, 2024, to give enough time.

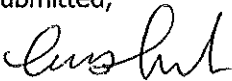
Gurninder Dhaliwal left the hearing at 6:35.

Adjournment

At 6:35 p.m., a motion was made by Kate Kruckemeyer and seconded Gurninder Dhaliwal to continue the Public Hearing until September 24, 2024, at 5:30 p.m. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Lauren Niles, Member	Yes	Gurninder Dhaliwal, Secretary	Yes
Mimi Panitch, Chairperson	Yes		

Respectfully submitted,



Gurninder Dhaliwal, Secretary

Date signed: 9/27/2024

PLANNING BOARD PUBLIC HEARING MINUTES
SITE PLAN REVIEW (SECT 10) SOUTH HOLYOKE HOMES PHASE 3
 (029-09-011, -012, -013, -014, -015, -016, -017, -018, -019)

On Tuesday, August 27, 2024, the Holyoke Planning Board held the above referenced Public Hearing on via Zoom.com #836 3939 8493 at 5:30 p.m.

Attendance:**Planning Board**

Mimi Panitch Chairperson
 Kate Kruckemeyer Vice-Chairperson
 Gurninder Dhaliwal Secretary (arrived 5:57)
 Rosanna Lopez Member (arrived 6:24)
 Lauren Niles Member

Planning Staff

Jeffrey Burkott Principal Planner
 Brianna Tejada Head Admin Clerk

Others Present

Sarah Meier-Zimble HHA
 Matthew Mainville HHA
 Janara Healey HHA
 Carlos Nieto Berkshire Design Group
 Devin Wright Single Engineering
 Patricia Rizzo Icon Architecture

Mimi Panitch, at 5:58 p.m. called for a motion to reopen (8/13/24) the above referenced Public Hearing. The motion was made by Kate Kruckemeyer seconded by Lauren Niles. The motion carried 4-0 by roll call vote as follows:

Lauren Niles, Member	Yes	Kate Kruckemeyer, Vice-Chairperson	Yes
Gurninder Dhaliwal, Secretary	Yes	Mimi Panitch, Chairperson	Yes

Sarah Meier-Zimble stated that there will be new parcel numbers that have been approved by the City Engineer, and that a new site improvement plan and a new photometric plan have been sent to Planning Board Staff. She explained that most of the comments from Staff were regarding the new photometric plan, that is where she introduced Devin Wright and anything asked, he would be able to answer.

Mimi Pantich asked if anyone had any questions on the update. Jeff Burkott asked Sarah Meier-Zimble to represent the revised plans, Sarah explained that were 3 items that needed to review was the new revised waiver letter for traffic study, update photometric plan (plant list/traffic islands), and light plan. Devin Wright presented new light plan and explained the plan review.

Mimi Pantich asked the Board, Planning Staff, and the public if there were any additional questions on what was presented, no one was forthcoming.

Adjournment

At 6:06 p.m., a motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal to close the Public Hearing. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member	Yes	Kate Kruckemeyer, Vice-Chairperson	Yes
Lauren Niles, Member	Yes	Mimi Panitch, Chairperson	Yes
Gurninder Dhaliwal, Member	Yes		

Respectfully submitted,



Gurninder Dhaliwal, Secretary

Date signed: 9/27/2024

PLANNING BOARD PUBLIC HEARING MINUTES
SITE PLAN REVIEW (SECT 10) PROPOSED COFFEE SHOP/DRIVE-THRU RESTURANT (FILE #158)
209 SOUTH STREET, SALMAR REALITY, LLC (080-00-039)

On Tuesday, August 27, 2024, the Holyoke Planning Board held the above referenced Public Hearing via Zoom.com #836 3939 8493 at 5:30 p.m.

Attendance:

Planning Board
Mimi Panitch Chairperson
Kate Kruckemeyer Vice-Chairperson
Guninder Dhaliwal Secretary (arrived 5:57)
Rosanna Lopez Member (arrived 6:24)
Lauren Niles Member

Planning Staff
Jeffrey Burkott Principal Planner
Brianna Tejada Head Admin Clerk

Mimi Panitch, at 6:28 p.m. called for a motion to reopen (4/23/24, 5/28, 7/9) the above referenced Public Hearing. The motion was made by Kate Kruckemeyer seconded by Gurninder Dhaliwal. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Gurninder Dhaliwal, Secretary	Yes
Lauren Niles, Member.....	Yes	Kate Kruckemeyer, Vice-Chairperson	Yes
Mimi Panitch, Chairperson.....	Yes		

Mimi Panitch submitted for the record the continuation request letter dated August 20, 2024 submitted by Nina Fazio from R Levesque Associates.

Adjournment

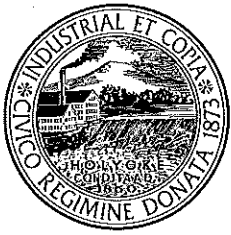
At 6:32 p.m., a motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal to continue the public hearing until September 24, 2024. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Gurninder Dhaliwal, Secretary	Yes
Lauren Niles, Member	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Mimi Panitch, Chairperson.....	Yes		

Respectfully submitted,


Gurninder Dhaliwal, Secretary

Date signed: 9/27/2024



Mayor Joshua Garcia

Office of Planning & Economic Development

City of Holyoke

Aaron Vega, Director

April 12, 2024

Mayor Joshua Garcia
Holyoke City Hall
536 Dwight Street
Holyoke, MA 01040

Mr. Mayor:

Here is a copy of the Approved Minutes for the Planning Board Public Hearing and Meeting held on Tuesday, February 27, 2024.

Sincerely,

Brianna Tejada, Head Administrative Clerk of Planning



HOLYOKE PLANNING BOARD PUBLIC HEARINGS AGENDA

TUESDAY, FEBRUARY 27, 2024 @ 5:30 P.M.

Zoom.com - Meeting ID 836 3939 8493; OR CALL IN: 1 646 558 8656

(all meetings are being recorded)

RECEIVED

FEB 22 2024

1. **Special Permit Common Driveway** (Sect 6.1.9) – 525-527 Pleasant St (091-00-073)
2. **Site Plan Review** (Sect. 10) **ESG Cont.** (11-28-23, 12-12; 01-09-24, 02-13) – 28 Water St (051-01-009), ESG-HQ, LLC (File #160)
3. **Zoning Text Change** (12-9-23) Maldonado-Velez) **Discussion**—Cannabis Expansion Beyond IG District
4. **Zoning Text Change** (3-8-23, 4-5, 5-23, 7-11, 8-22, 10-24, 12-12; 1-23-24 MCGEE) **Discussion** — Short Term Rentals (AIRBNB) (1/23/24).
5. **Zoning Text Change** (3-8-23, 4-5, 5-23, 7-25, 8-22, 9-12, 9-26, 10-24; 01-23-24 MCGEE) **Discussion** – Add Tiny Homes; Amend Sec 2 (01/23/24).

Holyoke City Clerk's
ESG-HQ, LLC (File #160)
Holyoke, MA

HOLYOKE PLANNING BOARD PUBLIC MEETING AGENDA

TUESDAY, FEBRUARY 27, 2024 @ 5:30 P.M.

Zoom.com - Meeting ID 836 3939 8493; OR CALL IN: 1 646 558 8656

(all meetings are being recorded)

ZONE CHANGE / SITE PLAN REVIEW/ SUBDIVISION/SPECIAL PERMIT

1. **Special Permit Common Driveway** (Sect 6.1.9) – 525-527 Pleasant St (091-00-073)
2. **Site Plan Review** (Sect. 10) **ESG Cont.** 28 Water St (051-01-009), ESG-HQ, LLC (File #160)
3. **Zoning Text Change** (12-9-23 Maldonado-Velez) **Discussion**—Cannabis Expansion Beyond IG District (2024-01)
4. **Zoning Text Change** (3-8-23 MCGEE) **Discussion** — Short Term Rentals (AIRBNB) (2023-01)
5. **Zoning Text Change** (3-8-23 MCGEE) **Discussion** – Add Tiny Homes; Amend Sec 2 (2023-03)

PLANNING BOARD BUSINESS

1. Executive Session

- a.) Topics related to proposed drive-through facility litigation (#145), 500 Easthampton Rd (213-00-003), Salmar Realty

2. Project Updates/Old Business/New Business:

AMC "Transit to Trails" Discussion.

3. Meeting Schedule (tentative):

March 12, 2024 –SPR Northampton St Res DVR, ZC Small Wireless, SP Mike Moriarty 800-808 Dwight (Section 8.8.4 & Section 6.1.7), SP Fencing Height 6 Appleton

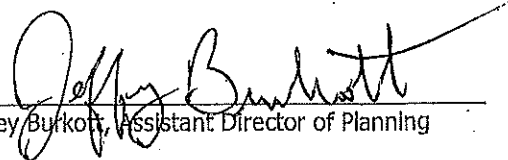
March 26, 2024 –

April 9, 2024 – PH SPR Remand, Dunkin

April 23, 2024 –

4. Minutes:

5. Other Business:


Jeffrey Burkott, Assistant Director of Planning

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items may also be brought up for discussion to the extent permitted by law. Agenda subject to change up to two business days (48 hours) prior to posted meeting time.

PLANNING BOARD PUBLIC HEARING MINUTES
SPECIAL PERMIT FOR A COMMON DRIVEWAY (SECTION 6.1.9)
VILLA VERDE, LLC (2024-2) 525-527 PLEASANT ST (Parcel 091-00-073)

On Tuesday February 27, 2024, the Holyoke Planning Board held a Public Hearing regarding the above referenced application via Zoom.com meeting ID #836 3939 8493 at 5:30 p.m.

Attendance:

Planning Board

Mimi Panitch Chairperson
 Kate Kruckemeyer Vice-Chairman
 Gurninder Dhaliwal Secretary

Rosanna Lopez Member
 Nathan Chung Member
 Lauren Niles Associate

Planning Staff

Jeffrey Burkott Principal Planner
 Alex Vyce Planner I
 Brianna Tejada..... Head Admin Clerk
 Sharon Konstantinidis..... Former Head Admin Clerk

Others Present

Alex Vilkhovoy.....Villa Verde,LLC

Mimi Panitch, at 5:36 p.m., called for a motion to open the above referenced Public Hearing and waived the reading of the Public Hearing Notice. The motion was made by Kate Kruckemeyer and seconded by Nathan Chung. The motion carried 4-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Nathan Chung, Member	Yes	Mimi Panitch, Chairman	Yes
Gurninder Dhaliwal, Member	Yes		

Alex Vilkhovoy noted that he submitted an application for a common driveway and both parcels having been using the driveway. He stated that the request was to allow both parcels to be legally documented, benefits both parties.

Mimi Panitch asked for those that wish to speak in favor or against the request, or to ask questions, to come forward.

Jeff Burkott stated that under the Ordinance Section 6.1.9, it allows for more efficient traffic, reduces traffic hazards with individual driveways, consolidates access to lots, provides access where such an arrangement will be more advantageous and enhances the character of the neighborhood.

Documents Viewed: Application packet including a rendering; Mapgeo.

Adjournment

At 5:45 p.m., a motion was made by Kate Kruckemeyer and seconded by Nathan Chung to close the public hearing.

The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Nathan Chung, Member	Yes	Mimi Panitch, Chairman	Yes
Gurninder Dhaliwal, Member	Yes		

Respectfully submitted,

Gurninder Dhaliwal, Secretary



Date signed: 4/9/2024

**ZONING TEXT CHANGE, ADD SECTION FOR SHORT TERM RENTALS (2023-1)
AMEND SECTION 2 DEFINITIONS AND OTHER APPLICABLE SECTIONS
COUNCILOR MCGEE**

On Tuesday February 27, 2024, the Holyoke Planning Board held a Public Hearing regarding the above referenced application via Remote access via [www.zoom.us](https://us02web.zoom.us/j/83177436694?pwd=OEsrK2JFYWZ5SWVldHlOQlUvQko4dz09) <https://us02web.zoom.us/j/83177436694?pwd=OEsrK2JFYWZ5SWVldHlOQlUvQko4dz09>
Meeting ID: 831 7743 6694 **Meeting Passcode:** 289877 or by call in at 1 (646) 558-8656 at 5:30 p.m.

Attendance:

Planning Board

Mimi PanitchChairperson
Kate Kruckemeyer Vice-Chairman
Guninder Dhaliwal Secretary

Rosanna Lopez Member
Nathan Chung Member
Lauren Niles Associate

Planning Staff

Jeffrey Burkott Principal Planner
Alex Vyce..... Planner I
Brianna Tejada..... Head Administrative Clerk
Sharon Konstantinidis.... Former Head Admin Clerk

Others Present

Kaylee Degrace..... 99 Meadowbrook Rd

Mimi Panitch, at 7:53 p.m. called for a motion to open the above referenced Public Hearing. The motion was made by Kate Kruckemeyer and seconded by Nathan Chung. The motion carried 5-0 by roll call vote as follows:

Mimi Panitch, Chairperson.....	Yes	Rosanna Lopez, Member.....	Yes
Kate Kruckemeyer, Vice-Chairman ...	Yes	Nathan Chung, Member.....	Yes
Gurninder Dhaliwal, Secretary	Yes		

Kate Kruckemeyer stated she was not 100 percent sure that the hearing should not be continued, and if we can get a subcommittee together other cities and towns regulations, short term rentals could potentially be included during the comprehensive planning process.

Mimi Panitch stated hopefully this is something we can borrow from another community's ordinance use and not have to start from scratch. Kate Kruckemeyer replied that changes could possibly be made after it goes through the comprehensive plan process. Mimi Panitch noted there could be some risk after it is drafted that it would have to be modified after the new regulations were complete.

Nathan Chung stated if the state passes short term requirements and are adapted by the city physical changes regarding such as fire safety and egresses could be required, as well as, and building code requirements. Mimi Panitch added this is Holyoke is not yet a place that short term rentals have completely taken over the houses for full time residences, where it has happened in other municipalities. It is good to get controls in place.

Lauren Niles requested a little more research be done, as some cities have completely banded short term rental. Is it something that city should allow. When it gets back to comprehensive planning, how the future of city should look, and the tax implications that Holyoke does not need hotel rooms where people aren't paying any tax. As she states she lives in a residential neighborhood, how a short-term rental may change the nature of the community. Nathan Chung added that people who live in larger homes by themselves may use those extra bedrooms as short-term rentals to support their lifestyles, but it takes away rooms from permanent residents that are trying to balance the over house, under house, and housing mismatch situation. Banning it may help with the housing shortage that the city is experiencing.

Kaylee DeGrace added that short term rentals have a community benefit because visitors are still going to spend money locally. In addition, what taxes are being implemented because there is an understanding that if short term rental is owned there is an income tax being paid and that wouldn't that be an illegal double tax. Lauren stated there is a lack of inventory because of these short-term rentals, and they are being taxed on income tax and hotel tax.

Kate Kruckemeyer requested staff obtain other towns and cities to see their ordinances. Alex replied he will be able put something together by the March 26, 2024.

ZONING TEXT CHANGE – TINY HOUSES, COUNCILOR MCGEE (2023-3)**Zoom.com - Meeting ID 836 3939 8493: OR CALL IN: 1 646 558 8656***(all meetings are being recorded)*

On Tuesday February 27, 2024, the Holyoke Planning Board held a Public Hearing regarding the above referenced application via www.zoom.us **Meeting ID: 831 7743 6694 Meeting Passcode: 289877** or by call in at 1 (646) 558-8656 at 5:30 p.m.

Attendance:**Planning Board**

Mimi PanitchChairperson
 Kate Kruckemeyer Vice-Chairman
 Gurninder Dhaliwal Secretary
 Rosanna Lopez Member
 Nathan Chung Member
 Lauren Niles Associate

Planning Staff

Jeffrey Burkott Principal Planner
 Alex Vyce Planner I
 Sharon Konstantinidis..... Former Head Admin Clerk
 Brianna Tejada..... Head Clerk

Others Present

Kaylee DeGrace 99 Meadowbrook Ave

Mimi Panitch, at 8:16 p.m. called for a motion to reopen (1/23/24) the above-referenced Public Hearing. The motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Mimi Panitch, Chairperson	Yes
Nathan Chung, Member	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Gurninder Dhaliwal, Secretary	Yes		

Mimi Panitch asked for those that wish to speak in favor or against the request, or to ask questions, to come forward. No one was forthcoming.

Adjournment

At 8:20 p.m., a motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal to continue the Planning Board Public Hearing to April 23, 2024 at 5:30 p.m. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Mimi Panitch, Chairperson	Yes
Nathan Chung, Member	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Gurninder Dhaliwal, Secretary	Yes		

Respectfully submitted,

Gurninder Dhaliwal, Secretary



Date signed: _____

4/9/2024

PLANNING BOARD PUBLIC HEARING MINUTES
SITE PLAN REVIEW (SECT 10) NORTHAMPTON STREET RESIDENTIAL DEVELOPMENT (FILE #157)
NORTHAMPTON STREET, JSH NOMINEE TRUST (223-00-001; 005; & 008)

On Tuesday, March 26, 2024 the Holyoke Planning Board held the above referenced Public Hearing via Zoom.com #836 3939 8493 at 5:30 p.m.

Attendance:

Planning Board

Mimi Panitch Chairperson
Kate Kruckemeyer Vice-Chairman
Gurninder Dhaliwal Secretary
Rosanna Lopez Member
Nathan Chung Member
Lauren Niles Associate

Planning Staff

Jeffrey Burkott Principal Planner
Brianna Tejada..... Head Admin Clerk

Others Present

Mimi Panitch, at 6:31 p.m. called for a motion to reopen the above referenced Public Hearing continued from March 12, 2024. The motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Nathan Chung, Member	Yes	Mimi Panitch, Chairman	Yes
Gurninder Dhaliwal, Secretary ...	Yes		

Mimi Panitch read the letter dated March 25, 2024, requesting a continuance to April 9, 2024, as the applicant requested more time to gain requested information and revised site plans. The Planning Board deliberate and decided May 14, 2024, is when the continuance should occur.

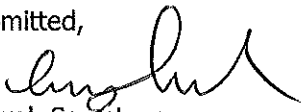
Documents Viewed: Request for Continuation 03-25-2024 submitted by Nina Fazio of R. Levesque Associates.

Adjournment

At 6:35 pm, a motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal to continue the Public Hearing until May 14, 2024, at 5:30 p.m. The motion carried 5-0 by roll call vote as follows:

Rosanna Lopez, Member.....	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Nathan Chung, Member	Yes	Mimi Panitch, Chairman	Yes
Gurninder Dhaliwal, Secretary ...	Yes		

Respectfully submitted,


Gurninder Dhaliwal, Secretary

Date signed: 9/27/2024

PLANNING BOARD PUBLIC HEARING
SPECIAL PERMIT INCREASE IN FENCE HEIGHT
 (Parcels 029-08-016; 017; 018; 019) – **HOLYOKE HOUSING AUTHORITY (2024-12)**

On Tuesday, May 14, 2024, the Holyoke Planning Board held a virtual Public Hearing regarding the above referenced Special Permit Application. The hearing was held via Zoom.com #891 7426 4031 at 5:30 p.m.

Attendance:**Planning Board**

Mimi Panitch	Chairperson
Kate Kruckemeyer.....	Vice-Chairperson
Gurninder Dhaliwal	Secretary
Rosanna Lopez	Member
Lauren Niles	Associate

Planning Staff

Jeffrey Burkott	Principal Planner
Brianna Tejada	Admin Head Clerk

Others Present

Matthew Mainville	HHA
Sarah Meier-Zimble	HHA

At 5:40 p.m., a motion was made by Mimi Panitch and seconded by Kate Kruckemeyer to open the above-mentioned public hearing. The motion carried 5-0.

Gurninder Dhaliwal, Secretary	Yes	Kate Kruckemeyer, Vice-Chairperson.....	Yes
Rosanna Lopez, Member	Yes	Mimi Panitch, Chairperson	Yes
Lauren Niles, Member	Yes		

All members of the Board went to the site visit for this proposal except Mimi Panitch was unavailable. Kate Kruckemeyer created what she thought could be a layout for this fencing proposal.

Gurninder Dhaliwal explained that the proposed fence in the front yard will be 4 ft and the proposed fence on the other side, to the rear of the house, will be 6 ft and noted that the proposed front yard fence will be 4 ft then the side fencing also be 4 ft until the bushes start on the back side of the fence and that will be 6 ft.

Brianna Tejada shared her screen showing Kate Kruckemeyer's draft layout for the fencing for discussion. Once discussion of the layout was finished the draft of the Notice of Decision was shared. Lauren Niles asked Sarah Meier-Zimble if she had any input on the previous conversation between the Board members.

Sarah Meier-Zimble stated that the proposed front fencing was going to be 6 ft and not 4 ft. Matthew Mainville added he also thought the proposed fence was going to be 6 ft all around, but by the will of the Planning Board, they can make an exception on the front fencing.

Rosanna expressed concerns for the front yard fence being 4 ft but would agree with any decision that the Board makes. Lauren also added that she thought the proposed fence was going to be 4 ft.

Sarah Meier-Zimble shared her layout of the fencing and explained her proposal noting Kate Kruckemeyer's objection to it as drafted. Mimi Panitch stated that a compromise could be made and asked for a 2.0' lattice to be added on the top of the fence. She noted what could be written in the findings under the Notice of Decision.

Mimi Panitch asked for those that wished to speak in favor or against, or to ask questions, to use the raise their "hand". No one was forthcoming.

ADJOURNMENT

At 5:55 p.m., a motion was made by Mimi Panitch and seconded by Kate Kruckemeyer to close the Public Hearing. The motion carried 5-0.

Gurninder Dhaliwal, Secretary	Yes	Kate Kruckemeyer, Vice-Chairperson.....	Yes
Rosanna Lopez, Member	Yes	Mimi Panitch, Chairperson	Yes
Lauren Niles, Member	Yes		

Respectfully submitted,

Gurninder Dhaliwal, Secretary

Date signed: _____



PLANNING BOARD PUBLIC HEARING MINUTES
SITE PLAN REVIEW (SECT 10) PROPOSED SELF STORAGE FACILITY (FILE #162)
JLL REAL ESTATE, LLC C/O RICHARD KOWALSKI (055-00-009.2, 009, 009.1)

On Tuesday, September 10, 2024, the Holyoke Planning Board held the above referenced Public Hearing via Zoom.com #836 3939 8493 at 5:30 p.m.

Attendance:

Planning Board

Mimi Panitch Chairperson
 Kate Kruckemeyer Vice-Chairperson
 Gurninder Dhaliwal Secretary (5:41)
 Rosanna Lopez Member (6:05)
 Lauren Niles Member

Planning Staff

Jeffrey Burkott Principal Planner
 Brianna Tejada Head Admin Clerk

Others Present

Rebecca Li R Levesque Associates

Mimi Panitch, at 5:44 p.m. called for a motion to reopen (4/23/24, 5/28, 7/9, 7/23, 9/10) the above referenced Public Hearing. The motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal. The motion carried 4-0 by roll call vote as follows:

Lauren Niles, Member	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Gurninder Dhaliwal, Secretary ...	Yes	Mimi Panitch, Chairman	Yes

Mimi Panitch noted that a new plan set was received Thursday, September 5, 2024, and because of timing the Board staff was unable to review prior to this hearing. Rebecca Li joined showed the new plans and was able to address comments that were provided by the Planning Board and staff. Rebecca mentioned that there was some concern about security along the northeastern and northwestern sides of the building, a 6-foot-high black vinyl coated chain-link fence was now proposed on these sides. Also, two cctv cameras are proposed at every corner of the proposed structure. Mimi Panitch asked if anyone on the Board, staff or public had any questions concerning security, no one was forthcoming.

Rebecca Li explained there were some discussions with the MA Department of Transportation (MADOT) on maneuverability and traffic flow. MADOT would like to cut the median on Main Street by 6.9 feet to allow for left hand turns instead of northbound traffic making a u-turn. Rebecca Li stated these changes were made to the plan and brought to the Interim City Engineer (Victoria Houle) and an email was sent by her confirming these changes would be adequate. Jeffrey Burkott asked if the email was included in the new plans and Rebecca Li responded that she would get confirmation if it was.

One of the items in the comments was signage, Rebecca Li explained the architectural elevations were updated, there were some modifications to the ground pylon sign, and it is understood that they will have apply for special permits. Jeffrey Burkott asked if Rebecca Li was able to screen share the sign elevations, and an explanation of sign sizes was included.

Mimi Panitch asked if there were any other items that needed to be presented, and Rebecca Li stated all revisions were made in the revised plans.

Mimi Panitch asked if the Planning Board, staff, or anyone from the public wanted to ask any questions or state any concerns. Jeffrey Burkott asked questions regarding the unloading area in relation to the access door. It was determined that the offset was due to the interior floor plan and storage unit layout.

Documents Viewed: Layout of new plans and sign elevations, submitted by Rebecca Li of R. Levesque Associates.

Adjournment

At 6:02 pm p.m., a motion was made by Kate Kruckemeyer and seconded by Gurninder Dhaliwal to continue the Public Hearing until September 24, 2024, at 5:30 p.m. The motion carried 4-0 by roll call vote as follows:

Lauren Niles, Member.....	Yes	Kate Kruckemeyer, Vice-Chairman	Yes
Gurninder Dhaliwal, Secretary ...	Yes	Mimi Panitch, Chairman	Yes

Respectfully submitted,

Gurninder Dhaliwal, Secretary



Date signed: 9/27/2024

Holyoke Community Preservation Act Committee

Approved Minutes August 14, 2024

The meeting was held remotely in keeping with Chapter 2 of the Acts of 2023 for Remote/Hybrid meeting signed into law March 2023.

Members Present:
Jay Ferreira, Chair/Community Representative
Mary Moriarty, Secretary/ Conservation Commission
Christopher Gauthier, Historic Commission Representative
Maribel Ortiz, Community Representative
Michael Falcetti, Vice-Chair/Housing Commission Representative
Megan Magrath-Smith, City Council Representative (until 7:30)
Members Absent:
Helene Busby, Parks and Recreation Commission Representative
Laura Niles, City Planning Representative
Francesca Nunez, Community Representative
Also Present: Amy Landau, CPA Administrator, Wistariahurst Director Megan Seiler, Accountant Daniel Koff, Joseph Charles, Historic Commission, Wayne Klinge, Veterans Representative. Linda Pratt, community member

Chair Jay Ferreira called the meeting to order at 6:00. In opening remarks he offered words of appreciation for all the work the committee members do.

1. Review and Approve the Minutes. *A motion to approve the minutes from the 6/12/2024 CPAC meeting was made by Falcetti and seconded by Gauthier. Motion passed unanimously in a roll call vote.* Moriarty noted that the minutes revealed a procedural issue involving a motion regarding contract language. The Committee decided to take up the issue later. *A motion to approve the minutes was made by Falcetti and seconded by Gauthier. The motion passed unanimously.*

2. Daniel Koff Contract Renewal. Financial consultant Koff showed his proposal for the next year saying that it is similar to last year's budget but goes another step. He explained he worked with CPA Administrator Landau this year to give her control of tracking CPA funds. In the coming year he will go another step to work with Holyoke City Auditor Tanya Wdowiak to get the city to file the State CP2 Reports. The Department of Revenue CP2 form requires all municipalities receiving Community Preservation Funds to report on revenues and expenditures by funding category, end of year balances, administrative expenditures and interest. Landau and Koff sent the Auditor information to complete the report last year but she did not. Ferreira said he spoke with Wdowiak last week and he feels the Auditors office now has the information it needs and will complete the report. Falcetti asked who is responsible to fill out the CP2 for the city. Koff answered, the City Auditor. Falcetti asked if we could be fined or harmed in any way? Ferreira answered that other cities have been asked to complete a heavier audit for failure to complete the CP2. Magrath-Smith said this has been going on for a long time, when should she file an order with City Council to ask the Auditor to come before the council to explain? Ferreira asked that we give it one month and then revisit. Gauthier asked if the information is something that the Auditor would have a hard time getting. Landau explained that when the city first engaged in CPA funding, the money was not accounted for separately on MUNIS but now it is and the information is available. Ferreira said we will follow this and take it up again in September.

Landau showed Koff's proposed budget for this year including work with the Auditor. Last year's budget was for \$4000. This year it is \$6000. Ferreira pointed out that Koff has come in under budget in the past. Falcetti asked if the city reduces the CPA surcharge in the November election, will we have enough money. Ferreira said that the ballot question would affect next year's budget not this year's. Falcetti asked what is leftover from last

year's administrative budget. Landau said there was \$10,000 left over. Falcetti asked how much is for the administrative budget? Falcetti asked, for the next meeting, could you share with the committee, how much we have now overall and in our administrative budget? Ferreira said he would share the CPA financial spreadsheets at the next meeting. ***A motion to accept Daniel Koff's proposal for the coming year was made by Falcetti and seconded by Moriarty. The motion passed unanimously.***

3. Wistariahurst- Megan Seiler requested a change in the scope of work for the Engineering/Chimney Project. Ferreira explained that the Engineering/Chimney project had some remaining funds and Wistariahurst would like to use them to complete repairs related to the chimney damage. Magrath-Smith noted that in the past, if the committee approves a change in the scope of work, the change goes to City Council for their approval. Seiler explained that there was about \$10,000 remaining from the engineering study and there are funds remaining from the chimney repair. Seiler described how the damage to the chimney and roof led to water damage on internal walls. Now that the chimney and roof damages are repaired, she asked to use the remaining funds to repair damage to internal walls in the Marble Hall and in the Music Room. Magrath-Smith asked, even though the chimney and the roof have been repaired, how can you be sure interior wall damage will not happen again. Seiler explained that some damage was due to storms and tree limbs. She said she could not guarantee damage to the roof or chimney would not happen in the future. Falcetti said he totaled about \$28,000 for the interior wall repair. Seiler recounted where funds had not been used on the other projects and said Wistariahurst is not asking for additional funds. Gauthier asked if there is an annual inspection of the roof and chimneys. Seiler said Wistariahurst had roof repair and an inspection of the roof about a year ago. She said staff does a monthly inspection of the interior of the building. ***A motion to approve a change in the scope of work for Wistariahurst Engineering/Chimney projects to include repairing damages to interior walls was made by Moriarty and seconded by Gauthier. The motion passed unanimously.***

6C. Sign Discussion, Cemeteries and other sites of remembrance. Chair Ferreira proposed taking agenda item 6A up to accommodate Veterans' Graves Officer Wayne Klinge. Ferreira explained that Klinge was invited to offer his opinion on the business of signage acknowledging CPA contributions in cemeteries. He noted that the CPA Committee has been split on the topic of CPA funding acknowledgement in places of remembrance. Klinge has developed a solution to the problem in his work with Forestdale Cemetery. The administration of Forestdale Cemetery has agreed to put a plaque in the Forestdale Office for permanent acknowledgement and Klinge puts up a temporary banner in the cemetery when his group is working on the stones. The temporary sign has been well received. Magrath-Smith pointed out that the Holyoke Sun and other news coverage is interested in this. She also pointed out a few sources of help such as Holyoke Preservation Trust and the Senior Tax write-off program. Falcetti mentioned that the CPA FY 2025 applications are available if Klinge's organization is planning to apply. Klinge said his job is to maintain all of the veterans' graves in the city of Holyoke. With this initial project he has been able to procure funding from the Veterans' Services organization. ***A motion to approve the Veterans' Graves Restoration Project plan for a plaque to acknowledge CPA in the office of Forestdale Cemetery and a temporary banner posted while the workers are cleaning the graves was made by Falcetti and seconded by Gauthier. The motion passed unanimously.***

4. Quarterly Reports: Ferreira explained that awardees must fill out disbursement forms when they are drawing from their award and we have also been requiring them to fill out quarterly reports that are lengthy. Ferreira proposes eliminating the quarterly reports to make things easier. Falcetti felt that if it made things easier for the CPA Administrator and for the Chair then we should do it. Ferreira said he was concerned about the workload we are requiring of city department heads who may have more than one project. Gauthier asked if we would be getting the same information. In answering, Landau suggested that we add a question to the disbursement

reports, “What percentage of the project is complete?” With the addition of the question to the disbursement form we would get the same information as the quarterly report. Ferreira said we would still keep an eye the progress of the recipients. Moriarty asked if present contract terms require quarterly reports. Landau answered that present contract terms say the CPA “may” require quarterly reports. She felt that should remain in future contracts. Moriarty asked when this would begin. Ferreira said it would begin now. ***A motion to authorize the CPA Chair and the Administrator to inform recipients who are currently managing funds that they do not have to continue to fill out quarterly reports as long as they do their disbursement reports was made by Moriarty and seconded by Falcetti. The motion passed unanimously.***

5. Campaign and Political Finance Guidelines. Ferreira sought guidance from the State CPA Coalition and from the Massachusetts Office of Campaign and Political Financing in regard to the question of what members of the Holyoke CPA Committee may do to advocate for CPA in advance of the November 2024 ballot question. He advised members of CPA to refrain from campaigning. He showed Section 13 from the Public Employees, Public Resources and Political Activity Guide as it is on the OCPF website. He felt point 3 was most clear “Public resources may not be used for political purposes.” Since all members of the CPA Committee are regarded as public employees, we would be in conflict with the law if we engaged in campaigning for CPA. He feels our role is to provide information and clarity but not to be out asking others to vote yes or no. Leave the campaigning to others. Falcetti asked Ferreira to send to other CPA committee members the email he had received describing how other cities broadcast to their communities about CPA allocation of money. Falcetti suggested listing the good work CPA has done on facebook pages. Ferreira reiterated that we do good work and we should not be out there campaigning for one side or the other.

6. Sign Discussion

a. Korean War Memorial: Falcetti is opposed to adding a sign acknowledging CPA restoration work on this and other memorials. He moved to eliminate signage from the Korean War Memorial. There was no second. The item will be taken up at a later time.

b.City Hall Stained Glass: Ferreira said that the sign acknowledging CPA funding of the Stained Glass Windows had been removed. The sign was recovered by Chris Gauthier and it is in the Mayor’s office. Gauthier notified the DPW. Ferreira proposed having those who took down the sign to come to our September meeting. Gauthier was not sure why those who took down the sign would have any say in the sign if it was for a City Hall project and our contract was with DPW. Ferreira explained that those involved were from the Friends of City Hall organization who had been involved in fundraising for the restoration and had been stewards of the project from the beginning. He felt they should be allowed to offer their point of view. Ferreira proposed sending a letter to the Mayor and the DPW asking for a replacement of the sign and asking the FOCH to our September meeting as long as the committee approves. Committee members informally approved.

D. Locations receiving multiple grants: Ferreira pointed out that CPA acknowledgement signage could present a problem in locations that have received CPA funding in multiple rounds. Should repeat applicants be asked to put up multiple signs? The committee will take this up at a future time but Ferreira asks that committee members send him an email expressing their viewpoint.

7. Contract updates: Landau reported that 5 out of 8 contracts have been written, signed and executed. Three projects, the 2 housing projects and the City Hall granite stairs and pillars will be done soon. Ferreira commended Landau for her good work on the contracts.

8. General discussion on how to promote CPA to potential applicants: Ferreira, with the help of Landau and Magrath-Smith, wrote a press release to announce that the FY 2025 CPA Grant Cycle has opened. He sent it to the Mayor's office where Nilka Ortiz translated it into Spanish. The Mayor's office sent it out to the press. Ferreira asks that Committee members be thoughtful about ways to further publicize the availability of CPA funds to potential applicants.

9. Updates from the Chair:

a. Pulaski Park study: The engineering firm for this project assured that it will be done this week. The original study was not a high quality. The company will go back to complete the work that was promised. City Engineer Virginia Houle was very responsive and is working on moving the project forward.

b. Fire Truck Restoration: Tom Shea explained recent delays but is ready to move forward.

c. Overview of Meetings: Over the last month Ferreira has met with the Mayor, the Parks Director Reynolds and Conservation Director Glowgower, the City Auditor, the Purchasing Department Head, the Chair of Historic Commission, Gauthier, as well as some of the City Councilors. He will update the committee about outcomes of networking.

d. Event Banners: New temporary banners are ready and available for display. Ferreira announced an upcoming event that will offer CPA visibility. CPA did not sponsor the Movie Night at Kennedy Park but two of our partners did including Miracle League Playground. He encouraged CPA members to attend.

E: Application Timeline: Eligibility forms for FY 2025 are posted and are available August 15 to September 16. There was a press release and forms are on the CPA website and the City Hall Website.

10. Other: Moriarty was asked to explain the issue she mentioned regarding the motion on contract language. Moriarty explained that at the May 15 meeting contract language was discussed and a motion passed regarding wording. At the June 12 meeting it was said that there was some dissatisfaction with the previously agreed upon contract language but there was no motion to reconsider the motion as is the correct process and there was no motion made to change the contract language. Therefore, the May 15 motion remains. If that was the intent of the committee then no action is needed. If not, then the committee needs to revisit the process. Ferreira asked that a copy of the May 15 motion be sent to the committee and that we take it up at a later time.

Historic Commission representative Chris Gauthier stated that the consultant for historic applications, Architect Tyler Caine, was no longer available and the Committee will have to find a new architect. Falcetti asked, why are we paying for architect? Moriarty and Landau explained we need an authoritative opinion on whether applicants for historic restoration funds meet Department of Interior standards. Falcetti opined that the applicant should pay for that. Ferreira asked that we take this up a future meeting.

Ferreira announced that Community Representative Francesca Nunez has resigned and her position on the committee is open.

The next meeting will be September 11 at 6:00. Ferreira would like to designate the second Wednesday of the month as the regular meeting of CPA.

Ferreira thanked everyone for their cooperation and assistance with his first meeting as Chair of CPA.

A motion to adjourn was made at 7:59 by Moriarty.

Holyoke Community Preservation Act Committee

Minutes June 12, 2024

The meeting was held remotely in keeping with Chapter 2 of the Acts of 2023 for Remote/Hybrid meeting signed into law March 2023.

Members Present:
Meagan Magrath-Smith, Chair/City Council Representative
Mary Moriarty, Secretary/ Conservation Commission
Helene Busby, Parks and Recreation Commission Representative
Christopher Gauthier, Historic Commission Representative
Maribel Ortiz, Community Representative
Michael Falcetti, Vice-Chair/Housing Commission Representative
Jay Ferreira, Community Representative
Laura Niles, City Planning Representative
Members Absent:
Francesca Nunez, Community Representative
Also Present: Amy Landau, CPA Administrator

Chair Meagan Magrath-Smith called the meeting to order at 6:00.

1. Review and Approve the Minutes. *A motion to approve the minutes from the May 8, 2024 CPAC meeting was made by Falcetti and seconded by Busby. Motion passed unanimously in a roll call vote.*

2. Update on past projects:

Pulaski Park Wall Study: Landau explained that Interim part-time City Engineer, Victoria Houle had been asked to this meeting regarding the Pulaski Park Wall Study. CPAC awarded \$40,000 in 2021 to the City of Holyoke for a study of the Pulaski Park Wall. The contract went to Fuss and O'Neill Engineering and was supposed to be complete May 1, 2024. \$22,175 of the award has been drawn and \$17,825 remains. Engineer Houle was invited to give an update on the project. Magrath-Smith expanded further on the issue of not having a City Engineer. She also read from the contract CPA had written for this project indicating that a study of the structural stability of the Pulaski Park Wall was to include among other things an examination of the storm water infrastructure via a tv camera, etc. Falcetti asked if the completion of this work is dependent on getting an agreement with the railroad for work on property adjacent to the tracks. Magrath-Smith said yes, this is part of the problem because any work in an area that borders the railroad requires coordination with the 9 rail companies that use the tracks. Falcetti asked if U.S. Representative Richard Neal might be helpful in expediting an agreement with the railroad. Magrath-Smith reiterated the need for a City Engineer to work on this, but that a political answer may ultimately be necessary. Magrath-Smith suggested that the committee pause discussion of this until Engineer Houle is present.

3. Update on status of Contract Completion and execution. Landau reported that contracts have been drawn up for the Jones Point Project, the Wistariahurst Retaining Wall. The Veterans Graves restoration and the Korean War Memorial contracts are complete except for the wording about CPA signage. Landau is still working on the contracts for the Parks and Recreation Plaque restoration, the Holyoke Merry-Go-Round Stirrups. the Appleton Mill Redevelopment and Library Commons 2.

4. Discussion and vote on contract items.

a. Revisiting contract term for withholding last 10% for completion of all responsibilities. Landau said withholding 10% to make sure all parts of the contract are fulfilled is problematic. In the case of city

award contracts, this requirement might mean that some vendors would not be paid. Non-city award contracts are slightly more doable but when the award is small withholding the last 10% for signage can be a big burden. Landau would like the committee to dispense with withholding the last 10%. Busby would still like to have contract wording that says that the CPA Committee will not consider new applications from an organization that has completed work but has not fulfilled all contract obligations. Landau agreed with Busby but said that there are so many different scenarios regarding signage and fulfilling terms of contract that she would prefer clearer language. Busby felt that if all of the money had been paid out it is fair to expect that all of the recipient's obligations including the final report and signage should be complete within a month. Moriarty pointed out that the minutes from last meeting show that the committee voted unanimously on a motion to include contract language addressing disbursement form completion, minor changes to the scope of work, withholding 10% until all contract terms are met, and failure to complete terms will prevent future funding. Magrath-Smith said that Landau felt the terms were not specific enough to work with so we are revisiting contract terms. Magrath-Smith suggested the following contract wording: "In order to be considered for future funding cycles, grantees must adhere to all contract terms, including a permanent CPA sign (if required) and a final report." Landau said this would be more appropriate on the application instead of in the contract. Busby said she feels it would be okay on the application but that it makes sense to include it in the contract as well because it reminds the awardee of their obligations. Falcetti suggested withholding the 10% should be on non-city projects only. He said it makes sense to withhold something because it is not wise to pay out 100% of the money until the job is 100% done. He felt city projects are answerable to the city but non-city projects are only answerable to us. Magrath-Smith showed new wording for contract terms. *"1. Disbursement forms must be filled out and included with invoices. 2. Any minor changes to the scope of work, as long as they are in the spirit of the project and align with the goals of the project, may be approved by the CPA Committee. 3. 10% of the funds awarded will be retained until all terms of the project are met (non-city). 4. Failure to complete the terms of the project will prevent future funding for the applicant organization in subsequent funding rounds>**In order to be considered for future funding cycles, grantees must adhere to all contract terms, including CPA sign (if required) and a final report.**"* Magrath-Smith asked if folks were okay with the revised wording. No committee members commented.

Return to Item 2: With the arrival of Interim City Engineer Houle, Magrath-Smith redirected the committee back to Item 2. Magrath-Smith explained that Houle had been asked to give an update on the progress of the CPA funded study of the Pulaski Park Retaining Wall. She added that the committee wondered if the evaluation had been hindered by the railroad in its attempt to access the wall.

Houle explained that in her role as Interim City Solicitor she was not expected to be covering contracts but had agreed to follow-up on this one when Landau reached out to her. She contacted the engineering company that had been awarded the project, Fuss and O'Neill about the May 1, 2024 deadline. They sent a report that did not meet the original agreement. The report said Fuss and O'Neill had gathered soil data from test pits at the site. They noted that the wall has no footing element and that it was likely unformed (concrete was poured into the ground without the use of forms or wooden beams). The report also noted that vegetation and overgrowth may be contributing to the problem. Fuss and O'Neill did not do a video inspection of the drainage as was in the contract because they said it was difficult to get someone to do such a small project. The report did not offer the recommendations for moving to the next phase as was part of the CPA contract. Fuss and O'Neill's general conclusion is that saturated soil and a sort of heaviness is causing the wall to shift along with freezing and thawing of water. Interim City

Engineer Houle said that the next time city schedules a video inspection of drainage pipes she will try to get the area of the park looked at. She also said she has reached out to Fuss and O'Neill to address the report to have it more closely align with the original agreement and try to get recommendations so that the city can move on to the next phase of fixing the wall. Magrath-Smith said she was very concerned when she read this report. She said it was poorly written and not an actionable report. The report mentions vegetation on the back side of the wall and says that proximity to the adjacent railway makes it difficult to evaluate. She said the report recommends further evaluation to gain insight into the current condition of the wall. Magrath-Smith said, that is what we paid Fuss and O'Neill to do. This committee cannot take taxpayer money to fix the wall without resolving the issues of the vegetation and the infrastructure. Without this information a new wall would be unsafe. There seems to be a problem in communicating with the engineer and there is a problem in communicating with the railroad. Houle responded that she agreed with Magrath-Smith's view of the report. The report came in at 10:53 p.m. on April 29 and it was not complete or thorough. She said she would use the remaining amount of money for this project as leverage to get it done. She apologized for being unaware of the details. Falcetti said that this is under the DPW umbrella. He asked if DPW director Rossi or the Mayor had been informed of this. Houle explained that some of these projects come under a blend of DPW and Engineering purview. She said she had not talked to the mayor about it. She explained that she was supposed to handle day-to-day city engineering issues and not projects but she will continue to work on this one. Magrath-Smith thanked her for trying to resolve this going forward.

4. b Review and approve disbursement form. Magrath-Smith asked Landau to inform the committee about the Disbursement Form she has developed. Landau showed the form and explained that the form helps streamlining the disbursement of funds. With it she has all information in one place and can tell what is left in each project. Falcetti asked why is this incumbent on the CPA administrator and not the City Purchasing department. Landau explained that the Purchasing Department fulfills the disbursements but she produces all the details for them. Ferreira asked how often is this done and what is the volume of the work. Landau said this is where she spends most of her time. She must file the information on the MUNIS system, a complicated process that also requires paper backup. She has been using this for about a year and it has streamlined the work. Magrath-Smith said that one of the awardees had expressed opposition to the form. So, she felt the committee should be aware of it and its value.

d. Determine signage terms for Housing contracts. For individual homes the committee has felt it was not a good idea to put the CPA acknowledgement sign up. Magrath-Smith asked for a decision on the Winn and Library Commons 2 projects. Moriarty spoke in support of signage for these two projects as did Ferreira. Busby offered that she feels the community would like to know how CPA funds are being used to better our community. Busby said that she is okay with deciding on the sign requirement for each individual housing project. ***A motion to require a CPA sign for the Winn Housing Project was made by Magrath-Smith and seconded by Falcetti. The motion Passed unanimously. A motion to require CPA signs for the multiple housing units of the Library Commons2 Project was made by Magrath-Smith and seconded by Falcetti. The motion passed unanimously.***

e. Signage terms for cemeteries. Magrath-Smith explained that we have to decide on whether to require signs for cemeteries and veterans' graves and monuments. Busby asked if we could postpone deciding on this until we get additional information from cemetery administrators or other sources. She wondered if, instead of signs, there was another way to acknowledge CPA funding of restoration of cemeteries and graves. Ferreira said that he thought it was in bad taste to require CPA signage in

cemeteries. He felt signs go unnoticed and it would be better to put the information on our website. Falcetti expressed strong opposition to the idea that we ask for CPA acknowledgement of funding in places that are solemn in nature such as cemeteries, veterans graves, plaques and monuments. He felt it takes away from honoring the deceased. Magrath-Smith reminded everyone that it is not about CPA committee but about the community CPA represents and the importance placed on honoring these graves and monuments. Busby reiterated that she is not pushing for something on the graves she just wants to make the best informed decision. Magrath-Smith said she would reach out to Wayne Kling for his view on the matter and that we could table it for now. Magrath-Smith also said that as a committee we must review the appearance of our signage and see if we can come up with something more appropriate looking. Falcetti said he feels the sign at the Lady Liberty monument looks really bad and is in bad taste. Ferreira pointed out that the committee should take a deeper dive into this topic in the future. He said he respects Falcetti's viewpoint on this especially considering all he did to bring the Lady Liberty project to fruition. He said we can bring it up at another meeting.

f. Suggestions for specific projects from the Contracts Sub-Committee- In response to concerns from applicants the contract sub-committee agreed to change the wording of the terms of disbursement in the contract.

5. Update from the Secretary of State/Attorney General's Office. Magrath-Smith said she had promised to ask the Attorney General's office for guidance on what action CPA committee members can take in regards to the upcoming ballot question to reduce the CPA contribution. She will pursue this and communicate with the committee.

6. Website update- Ferreira is working with Joanne Pimental on the website. Ferreira said they will get the information out there about the good work the CPA has done.

7. Vote for CPA officers- Falcetti nominated Jay Ferreira for Chair. Magrath-Smith seconded. The committee voted unanimously to elect Ferreira. Ferreira nominated Mike Falcetti for vice chair. He said that Falcetti has passion and is always willing to step in and get things done. Magrath-Smith seconded the nomination and thanked Falcetti for all he has done. The committee voted unanimously to elect Falcetti. Magrath-Smith nominated Mary Moriarty for secretary but Moriarty reminded the group that she has been elected 3 times and must step down. As there were no other members interested in the position, Landau and Magrath-Smith investigated the process for extending the position one more year.

A motion to amend the rule to allow the role of secretary to be held for an additional one year term or until a vacancy is filled was made by Magrath-Smith and seconded by Falcetti. The motion passed unanimously. Next Magrath-Smith nominated Mary Moriarty to serve as secretary. Falcetti seconded. The committee voted unanimously to elect Moriarty.

Next CPA meeting is July 24, 2024 at 6:00 (as long as the Board of Health is not using zoom that night).

Ferreira thanked Magrath-Smith for all her great work, saying she has been vital to the development and operation of Holyoke's Community Preservation Act Committee for five years. He looks forward to all she will continue to contribute. All members of the committee endorsed Ferreira's commendations and added their thanks and appreciation.

Motion to adjourn at 7:51 p.m.

President Tessa Murphy-Romboletti

Holyoke City Council

November 14, 2024

Dear Councilors,

I have attached the meeting minutes for the Holyoke Community Preservation Act Committee for the May through October meetings. Please note that there was no CPAC meeting held in July. I apologize for the oversight.

Best,

Jay Ferreira

Holyoke CPA Committee- Chair

Holyoke Community Preservation Act Committee

Approved Minutes May 8, 2024

The meeting was held remotely in keeping with Chapter 2 of the Acts of 2023 for Remote/Hybrid meeting signed into law March 2023.

Members Present:
Meagan Magrath-Smith, Chair/City Council Representative
Mary Moriarty, Secretary/ Conservation Commission Representative (left 6:15)
Helene Busby, Parks and Recreation Commission Representative
Christopher Gauthier, Historic Commission Representative
Maribel Ortiz, Community Representative
Michael Falcetti, Vice-Chair/Housing Commission Representative
Jay Ferreira, Community Representative
Members Absent:
Francesca Nunez, Community Representative
Also Present: Amy Landau, CPA Administrator

Chair Meagan Magrath-Smith called the meeting to order at 5:30.

1. Review and approve the minutes from April CPAC meeting. A motion to approve the April 10, 2024 Minutes was made by Gauthier and seconded by Ferreira. Motion passed unanimously in a roll call vote.

2. Update on City Council response to FY25 CPAC recommendations. Magrath-Smith reported City Council passed all of the recommended projects by a 7-6 vote. Some City Councilors objected to the funding of the Winn/Farr Alpaca housing project. Ferreira opined that the Farr Alpaca buildings were derelict for 50 years and this conversion into housing will be an important part of revitalizing Holyoke. He pointed out that CPA is contributing to these improvements.

3. Ballot Question Update. Magrath-Smith explained the process by which City Council decided to put the reduction in the CPA contribution from 1.5% to 1% on the ballot in November. She said we will have to share with the community all the good work that the CPA fund is doing. Falcetti asked if Magrath-Smith had seen the proposed wording of the question because the original wording seemed confusing. Magrath-Smith reported that the City Council did not fully follow the guidance of the Massachusetts CPA Coalition in the process or the wording of the Ballot Question. The question was composed by the City Solicitor earlier in the year and that is what was voted on. Magrath-Smith explained that she had voted no to this because there was no discussion of the wording. She also noted there is little public discussion of the fact that if the vote passes and the reduction occurs, the matching funds will be reduced and the amount of money CPA will have to work with will be drastically reduced.

Ortiz added that we need a way to show the community what the money is being spent on and how it benefits everyone. Busby expressed her disappointment saying that CPA money is the most transparently spent money in the city. It is well spent and it impacts the whole community. She said we need to get the word out through public events that highlight CPA such as the Gloutak and Miracle League Park events. Landau said that the community of Summerville had created a huge poster about CPA.

In the interest of time, items 5, 6 and 7 were taken out of order.

5. Review and approve standard contract terms for 2025. Landau asked the committee to consider adding some wording to contracts going forward. The changes discussed were: 1. Disbursement forms must be filled out and included with invoices. 2. Any minor changes to the scope of work, as long as they are in the spirit of the project and align with the goals of the project, may be approved by the CPA committee. 3. 10% of the funds awarded will be retained until **all** terms of the project are met. 4. Failure to complete the terms of the project will prevent future funding for the applicant organization in subsequent funding rounds. ***A motion to approve the changes in contract wording was made by Magrath-Smith and seconded by Falcetti. Motion passed unanimously.***

6. Review of job title change for Amy Landau. Administrator Landau explained that her work is described in various ways in expediting CPA contracts. She explained why establishing her job title as CPA Administrator on all documents consistently would be more efficient. This would require that the Chair file a form at City Hall. ***A motion to establish the title of CPA Administrator was made by Falcetti and seconded by Ferreira. Motion passed unanimously.***

7. Updates from the CPA Administrator. Landau reported that she had emailed all recipients of 2025 awards and is working on contracts. Falcetti asked what is left of the administrative budget. Landau said the total administrative budget for 2024 was \$70,988 including salary, supplies, consulting fees, etc. \$47,492 has been expended. Approximately \$23,590 is left. Magrath-Smith clarified that the budget will be thoroughly examined when we have a change of officers in July.

Falcetti said that he thought it was illegal for us to participate in political campaigns regarding CPA. Magrath-Smith said we can celebrate accomplishments such as park openings. without politicizing. She said she will contact the state officials to ask how and how much we can participate in the political promotion of CPA. Ferreira suggested we tread lightly, saying we should have a deep conversation with Stuart Saginor and make sure we all know the parameters.

4. Website Update Jay Ferreira has agreed to update the website. He reported that he has been entering all the blurbs about the FY25 projects and he is working on entering information on google maps. He noted that it is important for us to provide information to the public regarding all that CPA is doing for the community.

Falcetti asked if we are violating state law by putting information on Facebook, etc. He asked Magrath-Smith to contact the State Attorney General's office to get clear rules. Magrath-Smith reassured that she would reach out to the Secretary of State and the Attorney General's office regarding this.

8. Other Nathan Chung has left CPAC and Planning Board. Gauthier offered that Laura Niles is the new Planning Board representative who will serve on CPA.

Next Meeting will be Wednesday June 12 at 6:00. Topics for next meeting will include election of officers, report on advice from the Attorney General's office and a report on the Pulaski Park Study.

A motion to adjourn at 7:15 was made by Falcetti.

Holyoke Community Preservation Act Committee

Minutes October 9, 2024

The meeting was held remotely in keeping with Chapter 2 of the Acts of 2023 for Remote/Hybrid meeting signed into law March 2023.

Members Present:
Jay Ferreira, Chair/Community Representative
Mary Moriarty, Secretary/ Conservation Commission
Christopher Gauthier, Historic Commission Representative
Maribel Ortiz, Community Representative (6:34)
Michael Falcetti, Vice-Chair/Housing Commission Representative
Megan Magrath-Smith, City Council Representative
Helene Busby, Parks and Recreation Commission Representative
Laura Niles, City Planning Representative
Also Present: Joe Pomales, possible candidate for CPA community member

Chair Jay Ferreira called the meeting to order at 6:00 and took attendance.

1. Review and Approve Minutes from September Meeting: *A motion to approve the September 11 meeting minutes was made by Falcetti and seconded by Moriarty. In a roll call vote the motion passed 5 to 0. Niles abstained.* (Gauthier and Busby arrived after the vote was taken)

2. Proposed contract for Tyler Caine-Architect for Historic Review: Ferreira explained that Tyler Caine has been helpful in the past in offering his expertise in the areas of historic architecture and Department of Interior Standards. A copy of the DCP Consulting Proposal for this year was in the meeting packet. Magrath-Smith asked if Caine would be able to help with the eligibility phase of the applications. She mentioned the example of the city hall application where there are multiple areas of need saying it would be helpful if the committee on applications could utilize Caine's help. Ferreira said yes, the contract allows for that. He asked if there were any comments or questions about the contract. *A motion to approve the contract for Tyler Caine, DCP Architecture, was made by Magrath-Smith and seconded by Falcetti. The motion passed unanimously in a roll call vote.* Ferreira said he would notify Caine and he can begin immediately.

3. New Applicant Subcommittee Update: Moriarty began by mentioning that she has stepped down from the chair position but that the committee has accomplished a lot and we do have updating information to offer. Magrath-Smith offered an update on the historic applications. She said we know for sure that the Flats Community Building, the City Hall Stained-Glass Windows and the Wistariahurst Retaining Wall are all eligible CPA applications based on previous reviews. The City Hall Renovations application has multiple parts and it would be beneficial to have Tyler Caine's advice on which projects are specifically eligible. In regard to the 3 applications made by churches, she said she reached out to the City Councilor's office. Attorney Ball has responded, saying that the applications for St. Paul's church and the Bethlehem Baptist church likely trigger the Anti-Aid Amendment preventing use of public funds for private purposes including religious institutions. Therefore, they would be ineligible for CPA funds. The application for renovations at 337 Appleton Street currently presents no, to a low, risk of triggering the Anti-Aid Amendment. If they are planning on reopening as a functioning church then the application would be ineligible. Magrath-Smith said she would follow up with the three church applications. She also said the Lawrence

School application is likely eligible for chimney repair but we have asked for clarification of whether the retaining wall was original to the property. Moriarty then reported that there has been a response to some of our questions from Stuart Saginor of the CPA Coalition. Each of his recommendations require further consideration before we go forward. Saginor says the coalition does not see Compost Hubs qualifying for CPA funds because they do not fit into any of the definitions for Open Space or Recreation. He offered reasons why the coalition is reluctant to support going forward on school playgrounds such as the Morgan School Playground. The committee will look more closely at this. Busby offered that we do know that the OS/Rec application from the YMCA is eligible. She reached out to Conor Bevan, CEO of the YMCA, and he has agreed to the proposed memorandum of understanding to allow the public to use CPA funded park facilities. Regarding the Housing Applications, Moriarty said that Saginor had many suggestions. In the cases of the 2 large building rehabilitations, both are offering only a portion of the new housing stock to low income tenants. The applications would have to be rewritten for only those apartments. And then the committee would have to figure out how to monitor compliance. Magrath-Smith explained that normally, CPA has been part of the public funding, with a federal or state agency ensuring compliance with all low-income housing requirements. In the case of these 2 applications, there is no federal or state funding involved. The committee will continue to work on these 2. In the case of Tiny Houses, Saginor says the state does not approve affordable Housing Restrictions on Tiny Homes and probably not on a study regarding Tiny Homes. He suggested some steps to work through with the applicant. Regarding the 160 Pine Street application for reimbursement of costs of acquiring property, this is still a possibility but we will have to reach out for further information.

Ferreira thanked the committee for its work so far. He stated that the CPA Committee is a group of unpaid volunteers and he appreciates that everyone does more than what is expected.

4. Set Dates for Application Process: Ferreira asked Magrath-Smith to lead that discussion based on her past experience. Magrath-Smith said the process has varied a bit from year to year. She believes that we should notify applicants of their eligibility as we make the decisions this year. Gauthier said the date the Historic Commission has chosen to review historic eligibility with Tyler Caine is November 12. He said that he would want to do everything all at once. Magrath-Smith said the Eligibility letter includes the timeline for applications.

After discussion the following deadlines were determined for this year:

- November 12, 2024-Historic Commission Review.
- December 20, 2024- all application materials and supporting documents are due.
- January 15, 2025 and January 22, 2025- tentatively applicants will present projects (with a note to applicants saying that these dates may change)

A motion to approve the previously stated application deadline dates was made by Falcetti and seconded by Magrath-Smith. The motion passed unanimously.

5. CPAC hiring process for CPA Administrator: Ferreira reported that he worked with the City Personnel Director, Kelly Curran and Magrath-Smith to develop the posting for the position of CPA Administrator. They updated a previous posting (6 years ago) and it is now on the city website. He suggested we could anticipate 2-4 eligible candidates by the deadline, schedule a public interview

with all CPA Members and then an executive session meeting to narrow the field of candidates and then we would discuss salary. He assured that the CPA Committee would be fully informed throughout the process. Falcetti suggested asking Stuart Saginor of the Coalition if he knew of persons employed as CPA administrators in our part of the state who would like to take on the part-time position. This would minimize a need to train them. Busby questioned whether the applicant would have to live in Holyoke. She said the posting says Holyoke resident preferred. She felt this would discourage applicants when we want to cast as wide a net as possible. Ferreira assured that the applicant is not required to live in Holyoke. Ferreira resolved to contact Stuart Saginor for suggestions and he will talk with the personnel director about the language around residency. Gauthier raised an issue the Historic commission has been having with getting the Building Department to comply with the Historic Preservations they agreed to. He would like someone to follow-up on this and perhaps compliance should be the work of the CPA administrator. Ferreira said he would look into it. Magrath-Smith wanted the committee to know that other options for employing an administrator had been explored. There had been discussion around adding the position to another city part-time position but we would have to increase the hours and reduce the hourly rate, and there would be no benefits. With that it would be difficult to expect the applicant to possess the skills we need. At this point, she mentioned that if the voters decide to reduce the CPA budget on the November 5 ballot by 33%, then the administrative budget would be reduced by 33%. She suggests waiting to do the interviews after the election. Ferreira said he would tell the personnel director that the application deadline would be October 29 and that interviews would be after the election and reiterated that he would discuss residency language. Magrath-Smith suggested that this is an employment opportunity that is ideal for a retiree.

6. Open CPAC Community Member seat update: The description has been updated and is on the City website. Interested community members apply through the personnel department. The applications go to the City Council for a vote.

7. Contract Updates: The Granite Stairs contract is complete and signed by all parties. Engineer Houle can proceed with the work. Wayfinders housing contract is complete and will be signed by all parties soon. The Farr Alpaca/Winn Development housing project contract is presenting difficulties as their representatives have not been in communication with CPA recently. Ferreira reached out multiple times but has not heard back. It is up to Winn at this point.

8. Project Updates: a.) Friends of City Hall sign issue-no progress. b.) Wistariahurst change in scope of work- Ferreira went before the City Council Finance Committee and they approved the change. Now it will go to the full council. c.) Pulaski Park Wall Study is now complete. Interim Engineer Houle made sure it was done according to contract. d.) Fire Engine Project- Firefighter Tom Shea is retiring and has asked to continue to act as the agent for this project. Ferreira has asked the City Solicitor for advice on this. The project is almost complete.

9. Other Business: Falcetti asked what can we reasonably expect from the state this year and what will be the amount if the ballot question succeeds. Ferreira answered that we have \$739,000 to work with this year (FY 2025). The City Auditor has been helpful to the committee in determining that figure as well as the accountant. He said the ballot question impacts the FY 2026 budget.

A motion to adjourn at 7:15 was made by Falcetti and seconded by Busby.

CPAC10-9-24

Next meeting is the 2nd Wednesday of November.

Holyoke Community Preservation Act Committee

Approved Minutes September 11, 2024

The meeting was held remotely in keeping with Chapter 2 of the Acts of 2023 for Remote/Hybrid meeting signed into law March 2023.

Members Present:
Jay Ferreira, Chair/Community Representative
Mary Moriarty, Secretary/ Conservation Commission
Christopher Gauthier, Historic Commission Representative
Maribel Ortiz, Community Representative (6:34)
Michael Falcetti, Vice-Chair/Housing Commission Representative
Megan Magrath-Smith, City Council Representative
Helene Busby, Parks and Recreation Commission Representative
Members Absent:
Laura Niles, City Planning Representative
Also Present: Amy Landau, CPA Administrator, Accountant Daniel Koff, Olivia Mausel from Friends Of Holyoke City Hall.

Chair Jay Ferreira called the meeting to order at 6:01 and took attendance.

1. Review and approve minutes for August 14 meeting. A motion to approve the minutes from August 14, 2024 was made by Gauthier and seconded by Falcetti. The motion passed unanimously.

2. Expand the scope of services for Daniel Koff to include processing invoices. Ferreira opened by saying that CPA Administrator Amy Landau was resigning. He thanked her for all her work. He said accountant Daniel Koff has agreed to expand the scope of his work to include processing invoices. The CPA FY 25 administrative budget is about \$35,000 and this is similar to the last three years. This includes \$15,000 or \$16,000 for staff and \$10,000 for operating budget. Ferreira proposed expanding the scope of Koff's work for 15 weeks, from September 15 to December 15, to include 4 additional hours per week and including training. Ferreira said he had garnered opinions from Koff, Landau, Magrath-Smith and the city Interim Purchasing Officer in formulating this plan. Falcetti supported the plan but he referenced other problems that have come to light recently, the city's failure to fill out CP3 forms and CP2 forms. He questioned if our budget would be impacted. Ferreira explained that the CP3 forms are in the process of being completed and City Auditor Wdowiak had assured him that she will complete the CP2 form as soon as possible. **A motion to accept the proposal to expand the scope of service for Daniel Koff to include processing invoices was made by Falcetti and seconded by Magrath-Smith. The motion passed unanimously.**

3. Discussion of creating an ad hoc subcommittee to support new applicants for FY 2025 in navigating the application process. Ferreira explained that with the CPA administrator moving on there is a need to pick up the process of supporting new applicants for FY25. He suggested forming an ad hoc subcommittee saying Moriarty has volunteered to head that up. Gauthier, Busby and Magrath-Smith volunteered to be on the ad-hoc subcommittee. Magrath-Smith asked for clarification of the parameters and whether the committee would advise on eligibility. Ferreira said he'd like to see the subcommittee help applicants with all of the parts of process. The committee would shepherd applicants all the way to their presentation. Busby asked if there is any issue with a quorum. Ferreira clarified a committee of 4 is less than a majority and is permitted. **A motion to establish an ad hoc subcommittee to support new applicants for FY25 was made by Falcetti and seconded by Moriarty. The motion passed unanimously.**

4. Proposal from Friends of City Hall for a new sign for the Stained Glass Windows Project. Ferreira explained that the Friends of City Hall and the CPAC have worked together to restore the stained-glass windows in city hall. A sign installed in the city hall ballroom by City Engineer Chris Baker attributing funding to the citizens of Holyoke through the CPA was removed. Members of the Friends of City Hall Organization felt the sign should have different wording, and due to interior city hall preservation restrictions, it should be posted in the foyer rather than in the ballroom. Ferreira relayed that Olivia Mausel of the Friends offered to redesign the sign and provide funds for the sign replacement. Mausel showed a proposed sign that included the DPW, the City Engineers, the Friends of City Hall, and the citizens of Holyoke through the CPA. Magrath-Smith said that the omission wasn't intentional. It was probably worded by the applicant without knowing of the history of the project. Busby observed that the wording on signs attributing CPA for funding has varied depending on the recipients and that we can work with the recipients in the future. Magrath-Smith said she would like to see clear parameters on signage established this fall including specific examples that can be offered to applicants so that they can budget for it. In regards to the sign for the Stained Glass Windows Project, the issues she sees are the placement and the quality of the sign. Mausel said they don't have unlimited funds for the sign. She said all of the groups that have been involved in the restoration of the stained-glass windows since the beginning should be credited. The city departments, the City Engineer, private funders and the Friends of City Hall were all involved before CPA existed in Holyoke. Magrath-Smith said it seems like credit is not being given, but in naming CPA it is not CPA that is getting credit, it is the citizens who are getting credit. She felt there is not enough money to pay for a sign that credits everyone right now, but for now, with the sign we have, the public could know that this project was funded by the citizens' money. Mausel said the Friends of City Hall were there since 2012. They carried the water for this project. Ferreira acknowledged everyone's concerns and said perhaps we should have more than one sign and reminded us that the Historic Commission should have a say in this. Gauthier asked for clarification on wording. Busby offered that while this project began before her time, she knows that ever since she has been voting for CPA projects, all applicants have been aware that signage attributing CPA is required. Standardization would help with fairness. Falcetti felt we were spending too much time on this. He felt Mausel's sign was fine. Ferreira pointed out that there are unresolved questions around wording, quality, placement, and funding. Mausel said she would like to work with the DPW on the wording and signage to develop something that is agreeable to the CPA. Ferreira proposed that Mausel come back to the next meeting with her plan and some quotes for the sign and she would be the second thing on the agenda. Members of the committee agreed. Magrath-Smith added that she is fine with the wording as long as it is a permanent sign and it can be budgeted.

5. Discussion of architect to ensure compliance with historical guidelines. Architect Tyler Kane has agreed to come back and consult regarding historical guidelines.

6. Other: Falcetti asked for an update on the Pulaski Park Study. Ferreira said that the study has progressed and he is expecting to hear from Interim City Attorney Houle soon. Moriarty explained a procedural item from a past meeting but said there are too many other things to solve so let it go. Ferreira then pointed out that this is Amy Landau's last meeting as our Administrator. He expressed his appreciation as did many members of the committee.

Next meeting will be October 9, 2024.

A Motion to adjourn at 7:01 was made by Falcetti.

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
6000 SEWER ENTERPRISE	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL

0000

5 REVENUES

60005 41420 SEWER LIEN REVENUE	0	0	0	-4,443.06	.00		4,443.06	100.0%
60005 42400 SEWER USE REVENUE	-8,715,091	0	-8,715,091	-1,302,772.47	.00		-7,412,318.53	14.9%*
60005 42401 SEPTAGE/WASTE FEE R	0	0	0	-9,600.00	.00		9,600.00	100.0%
60005 42402 SEWER ENTRANCE FEE	-33,801	0	-33,801	.00	.00		-33,801.00	.0%*
60005 48200 EARNINGS ON INVESTM	0	0	0	-282.31	.00		282.31	100.0%

4210 DPW-ADMIN.

000 UNCLASSIFIED

6000 41405 SEWER ADMIN FEES	0	0	0	-1,950.00	.00		1,950.00	100.0%
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4400 SEWER ADMINISTRATION

1 PERSONAL SERVICES

60401 51101 PAY-TREATMENT PLANT	108,470	-108,470	0	.00	.00		.00	.0%
60401 51105 PAY-PRICIPAL CLERK/	0	108,470	108,470	31,214.90	.00		77,255.10	28.8%
60401 51300 PAY-OVERTIME	2,500	0	2,500	2,678.67	.00		-178.67	107.1%*
60401 51400 PAY-LONGEVITY	2,100	0	2,100	1,250.00	.00		850.00	59.5%
60401 51830 PAY-CLOTHING ALLOWA	650	0	650	650.00	.00		.00	100.0%
60401 51999 RETIREMENT & BENEFI	50,000	0	50,000	7,392.58	.00		42,607.42	14.8%

2 EXPENSES

60402 52420 R & M - SEWERS	100,000	0	100,000	.00	.00		100,000.00	.0%
60402 53010 PROF. SERVICES - AU	13,000	11,000	24,000	.00	14,487.00		9,513.00	60.4%
60402 53011 PROF.SERVICES-OTHER	300,000	115,440	415,440	50,736.42	53,289.33		311,414.03	25.0%
60402 53012 MANAGEMENT SERVICE	7,300,000	954,995	8,254,995	632,783.28	7,622,211.73		.00	100.0%
60402 53017 LOAN ORIGATION &	13,073	0	13,073	.00	.00		13,073.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR:	SEWER ENTERPRISE	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
60402 53100	SEWER CHG.-WHITNEY	30,000	30,000	60,000	.00	30,000.00	30,000.00	50.0%
60402 53101	USER CHARGE ADMIN.	100,000	0	100,000	.00	100,000.00	.00	100.0%
60402 53106	SHUT OFF PROGRAM	21,000	0	21,000	.00	21,000.00	.00	100.0%
60402 54200	OFFICE & PROF. SUPP	1,500	200	1,700	199.65	.01	1,500.00	11.7%
4 DEBT SERVICE								
60404 59139	PRINCIPAL - LT DEBT	1,445,980	0	1,445,980	470,000.00	.00	975,980.00	32.5%
60404 59239	INTEREST - LT DEBT	481,383	0	481,383	39,381.00	.00	442,002.00	8.2%
9440 CANNABIS IMPACT								
2 EXPENSES								
69442 53007	INTEGRATED PLAN- CO	0	364,227	364,227	27,518.17	336,708.34	.00	100.0%
TOTAL SEWER ENTERPRISE		1,220,764	1,475,861	2,696,625	-55,243.17	8,177,696.41	-5,425,828.28	301.2%
TOTAL REVENUES		-8,748,892	0	-8,748,892	-1,319,047.84	.00	-7,429,844.16	
TOTAL EXPENSES		9,969,656	1,475,861	11,445,517	1,263,804.67	8,177,696.41	2,004,015.88	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,220,764	1,475,861	2,696,625	-55,243.17	8,177,696.41	-5,425,828.28	301.2%
** END OF REPORT - Generated by Tanya wdowiak **							

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
0000								
2 EXPENSES								
10002 59750 TRANS. TO TRUST/AGE	0	5,000	5,000	5,000.00		.00	.00	100.0%
10002 59753 TRANS. TO DENTAL IN	375,000	0	375,000	97,534.81		.00	277,465.19	26.0%
10002 59760 TRANS. TO STABILIZA	0	1,901,473	1,901,473	1,901,473.00		.00	.00	100.0%
5 REVENUES								
10005 41200 REAL EST.& PP REVEN	-63,087,896	0	-63,087,896	-16,760,065.32		.00	-46,327,830.68	26.6%*
10005 41205 PERMIT FEES REVENUE	-25,000	0	-25,000	-4,735.00		.00	-20,265.00	18.9%*
10005 41420 TAX TITLE REVENUE	-500,000	0	-500,000	-209,950.05		.00	-290,049.95	42.0%*
10005 41425 ORDINANCE VIOL LIEN	0	0	0	-960.00		.00	960.00	100.0%
10005 41495 DEMOLITION LIEN REV	0	0	0	8,950.00		.00	-8,950.00	100.0%*
10005 41500 MV EXCISE REVENUE	-3,111,285	0	-3,111,285	-436,633.20		.00	-2,674,651.80	14.0%*
10005 41710 PENALTY & INT.-REAL	-400,000	0	-400,000	-57,912.30		.00	-342,087.70	14.5%*
10005 41720 PENALTY & INT.-MV E	-60,000	0	-60,000	-19,433.12		.00	-40,566.88	32.4%*
10005 41730 TAX TITLE REDEMP TIO	-3,000	0	-3,000	-5,410.08		.00	2,410.08	180.3%
10005 41800 PAYMENTS IN LIEU OF	-1,500,000	0	-1,500,000	-441,095.17		.00	-1,058,904.83	29.4%*
10005 41900 ROOM OCCUPANCY TAX	-630,000	0	-630,000	-204,450.35		.00	-425,549.65	32.5%*
10005 41910 LOCAL MEALS TAX	-740,000	0	-740,000	-195,898.51		.00	-544,101.49	26.5%*
10005 41920 LOCAL CANNABIS TAX	-640,000	0	-640,000	-164,058.75		.00	-475,941.25	25.6%*
10005 42421 MEDICAID REIMBURSEM	-700,000	0	-700,000	-25,275.60		.00	-674,724.40	3.6%*
10005 43210 FEE-DEMANDS & WARRA	-160,000	0	-160,000	-54,446.65		.00	-105,553.35	34.0%*
10005 43211 FEE-M.V. REGISTRY	-45,000	0	-45,000	-15,160.00		.00	-29,840.00	33.7%*
10005 43220 FEE-MUNI.LIEN CERTI	-40,000	0	-40,000	-13,103.00		.00	-26,897.00	32.8%*
10005 43277 SURROUNDING COMM. A	-65,000	0	-65,000	.00		.00	-65,000.00	.0%*
10005 43680 RENT-WISTARIAHURST	0	0	0	-1,090.62		.00	1,090.62	100.0%
10005 46100 C.S.-SCHOOL AID-CH.	-96,959,371	0	-96,959,371	-32,319,788.00		.00	-64,639,583.00	33.3%*
10005 46120 C.S.-UNRESTRICTED G	-12,141,113	0	-12,141,113	-4,047,036.00		.00	-8,094,077.00	33.3%*
10005 46230 C.S.-CHARTER SCHOOL	-2,489,521	0	-2,489,521	-827,754.00		.00	-1,661,767.00	33.2%*
10005 46330 C.S.-VETERANS BENEF	-132,958	0	-132,958	-36,361.00		.00	-96,597.00	27.3%*
10005 46360 C.S.-EXEMPTIONS-VET	-98,640	0	-98,640	-8,196.00		.00	-90,444.00	8.3%*
10005 46380 C.S.-STATE OWNED LA	-115,000	0	-115,000	-44,876.00		.00	-70,124.00	39.0%*
10005 46803 SCHOOL TRANSPORT-HO	0	0	0	-828,238.00		.00	828,238.00	100.0%
10005 46807 STATE REIMB VBS TAX	0	0	0	-97,801.00		.00	97,801.00	100.0%
10005 48110 SALE OF PROPERTY &	0	0	0	-46,963.09		.00	46,963.09	100.0%
10005 48200 EARNINGS ON INVESTM	-520,000	0	-520,000	-228,193.54		.00	-291,806.46	43.9%*
10005 48502 ARPA REVENUE REPLAC	-3,180,000	0	-3,180,000	.00		.00	-3,180,000.00	.0%*

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
10005 49721 TRANSFER FROM GRANT	0	0	0	-63,627.83	.00	63,627.83	100.0%	
10005 49760 TRANS. FROM STABILI	0	0	0	-67,495.00	.00	67,495.00	100.0%	
1120 CITY COUNCIL								
1 PERSONAL SERVICES								
11121 51201 PAY-CITY COUNCILORS	131,000	0	131,000	43,666.52	.00	87,333.48	33.3%	
11121 51203 PAY-CLERK OF CITY C	4,000	0	4,000	1,333.32	.00	2,666.68	33.3%	
2 EXPENSES								
11122 53010 PROFESSIONAL SERVIC	3,150	0	3,150	.00	.00	3,150.00	.0%	
11122 53190 EDUCATION & TRAININ	4,500	0	4,500	.00	.00	4,500.00	.0%	
11122 53430 ADVERTISING	2,000	0	2,000	.00	.00	2,000.00	.0%	
11122 57100 IN-STATE TRAVEL	2,500	0	2,500	.00	.00	2,500.00	.0%	
1210 MAYOR								
1 PERSONAL SERVICES								
11211 51101 PAY-MAYOR	100,000	0	100,000	28,846.13	.00	71,153.87	28.8%	
11211 51102 PAY-EXECUTIVE ASSIS	51,238	0	51,238	14,793.15	.00	36,444.85	28.9%	
11211 51103 PAY-AIDE TO MAYOR	45,280	0	45,280	13,061.55	.00	32,218.45	28.8%	
11211 51400 PAY-LONGEVITY	600	0	600	.00	.00	600.00	.0%	
2 EXPENSES								
11212 53009 CONTRACTED SERVICES	0	185,895	185,895	52,744.74	83,150.24	50,000.00	73.1%	
11212 53190 EDUCATION & TRAININ	1,700	0	1,700	.00	.00	1,700.00	.0%	
11212 54200 OFFICE & PROF. SUPP	1,500	16	1,516	1,021.93	35.97	457.85	69.8%	
11212 57100 IN-STATE TRAVEL	600	57	657	184.06	.00	473.00	28.0%	
11212 57300 DUES & SUBSCRIPTION	12,225	30	12,255	8,607.98	29.82	3,617.02	70.5%	
11212 57800 VIP RECEPTION(CH40/	1,500	0	1,500	.00	.00	1,500.00	.0%	
5 REVENUES								
11215 43700 OTHER DEPT.REV.-MAY	0	0	0	-100.00	.00	100.00	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJUSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	

1350 CITY AUDITOR

1 PERSONAL SERVICES

11351 51101	PAY-AUDITOR	85,000	0	85,000	24,519.23	.00	60,480.77	28.8%
11351 51102	PAY-ACC'ANT/ASSIST.	54,640	0	54,640	10,213.46	.00	44,426.54	18.7%
11351 51103	PAY-PROFESSIONAL AC	70,407	0	70,407	20,309.70	.00	50,097.30	28.8%
11351 51105	PAY-HEAD ADMINISTRA	45,940	0	45,940	17,767.91	.00	28,172.09	38.7%
11351 51400	PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%

2 EXPENSES

11352 53010	PROFESSIONAL ACCT/A	91,000	42,500	133,500	22,000.00	20,500.00	91,000.00	31.8%
11352 53030	PRINT/BIND/MICROFIL	400	0	400	.00	.00	400.00	.0%
11352 53190	EDUCATION & TRAININ	375	0	375	200.00	.00	175.00	53.3%
11352 54200	OFFICE & PROF. SUPP	1,500	81	1,581	383.98	972.04	224.95	85.8%
11352 57100	IN-STATE TRAVEL	600	0	600	.00	.00	600.00	.0%
11352 57300	DUES & SUBSCRIPTION	90	0	90	.00	.00	90.00	.0%

1380 PROCUREMENT

1 PERSONAL SERVICES

11381 51101	PAY-CHIEF PROCUREME	71,761	0	71,761	20,700.23	.00	51,060.77	28.8%
11381 51102	PAY-ASSISTANT C.P.O	65,000	-1,200	63,800	8,750.00	.00	55,050.00	13.7%
11381 51105	PAY-ACCTS. PAY. SPE	51,030	0	51,030	14,602.80	.00	36,427.20	28.6%

2 EXPENSES

11382 52400	R & M - OFFICE EQUI	45,000	-45,000	0	.00	.00	.00	.0%
11382 52440	LEASE AGREEMENTS CO	0	45,000	45,000	7,704.14	37,295.86	.00	100.0%
11382 53190	EDUCATION & TRAININ	2,725	0	2,725	.00	29.00	2,696.00	1.1%
11382 53410	TELEPHONE USAGE CHA	100,000	12,607	112,607	41,936.16	68,805.73	1,865.45	98.3%
11382 53430	ADVERTISING	2,500	1,959	4,459	2,940.74	1,518.75	.00	100.0%
11382 54200	OFFICE & PROF. SUPP	1,900	0	1,900	499.86	90.50	1,309.64	31.1%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS 0010	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11382 57100	IN-STATE TRAVEL	2,100	0	2,100	377.15	1,122.85	600.00	71.4%
11382 57300	DUES & SUBSCRIPTION	225	0	225	.00	.00	225.00	.0%
11382 57400	INSURANCE	250	0	250	.00	.00	250.00	.0%

1410 ASSESSORS

1 PERSONAL SERVICES

11411 51101	PAY-ASSESSOR	58,000	0	58,000	16,730.77	.00	41,269.23	28.8%
11411 51102	PAY-ASSISTANT ASSES	52,379	0	52,379	15,109.20	.00	37,269.80	28.8%
11411 51103	PAY-PRINC. CLERK/TY	39,103	0	39,103	9,963.61	.00	29,139.39	25.5%
11411 51105	PAY-CHIEF ASSESS/AP	75,000	0	75,000	21,634.65	.00	53,365.35	28.8%
11411 51400	PAY-LONGEVITY	1,575	0	1,575	.00	.00	1,575.00	.0%
11411 51500	PAY-VACATION BUYBAC	0	0	0	150.39	.00	-150.39	100.0%*
11411 51510	PAY-SICK LEAVE BUYB	0	0	0	187.99	.00	-187.99	100.0%*
11411 51910	PAY-CERTIFICATION S	1,000	0	1,000	307.68	.00	692.32	30.8%

2 EXPENSES

11412 53010	PROF. ASSESSMENT SE	25,000	0	25,000	7,632.50	6,212.50	11,155.00	55.4%
11412 53090	ASSESSMENT UPDATE	17,500	500	18,000	17,580.00	.00	420.00	97.7%
11412 53190	EDUCATION & TRAININ	3,250	0	3,250	880.00	2,300.00	70.00	97.8%
11412 54200	OFFICE & PROF. SUPP	1,500	113	1,613	264.24	300.92	1,047.53	35.0%
11412 57100	IN-STATE TRAVEL	2,000	172	2,172	393.50	10.50	1,768.28	18.6%
11412 57300	DUES & SUBSCRIPTION	360	0	360	285.00	.00	75.00	79.2%

1450 CITY TREASURER

1 PERSONAL SERVICES

11451 51101	PAY-TREASURER	85,000	0	85,000	24,519.23	.00	60,480.77	28.8%
11451 51102	PAY-ASSISTANT TREAS	54,500	0	54,500	15,721.13	.00	38,778.87	28.8%
11451 51103	PAY-DEPUTY TREASURE	42,408	0	42,408	.00	.00	42,408.00	.0%
11451 51105	PAY-FLOATING CLERK	39,103	-902	38,201	1,728.26	.00	36,472.37	4.5%
11451 51107	PAY-SENIOR DEPUTY T	53,269	0	53,269	15,366.07	.00	37,902.93	28.8%
11451 51300	PAY-OVERTIME	1,000	0	1,000	1,229.29	.00	-229.29	122.9%*
11451 51500	PAY-VACATION BUYBAC	0	902	902	902.37	.00	.00	100.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	

2 EXPENSES

11452 52400 R & M - OFFICE EQUI	2,500	868	3,368	867.55	.00	2,500.00	25.8%
11452 53010 PROFESSIONAL SERVIC	7,000	50,786	57,786	56,822.88	1,583.69	-620.33	101.1%*
11452 53030 PRINT/BIND/MICROFIL	5,000	-3,000	2,000	.00	.00	2,000.00	.0%
11452 53040 BORROWING CERTIFICA	25,000	-21,000	4,000	.00	.00	4,000.00	.0%
11452 53050 LAND COURT FILINGS	40,000	10,391	50,391	46,393.39	19,978.12	-15,980.26	131.7%*
11452 53055 REGISTER OF DEEDS F	6,000	0	6,000	.00	.00	6,000.00	.0%
11452 53060 BANKING SERVICES	30,000	-25,000	5,000	.00	.00	5,000.00	.0%
11452 53100 FSA ADMINISTRATION	25,000	0	25,000	.00	.00	25,000.00	.0%
11452 53190 EDUCATION & TRAININ	1,500	1,000	2,500	.00	2,500.00	.00	100.0%
11452 53420 POSTAGE	30,000	7,500	37,500	.00	8,669.58	28,830.42	23.1%
11452 54200 OFFICE & PROF. SUPP	2,500	826	3,326	837.39	1,028.18	1,460.46	56.1%
11452 55820 DATA PROCESSING-PAY	2,000	-2,000	0	.00	.00	.00	.0%
11452 56000 TAX LIABILITY/PENAL	25,000	0	25,000	.00	.00	25,000.00	.0%
11452 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%
11452 57300 DUES & SUBSCRIPTION	500	40	540	.00	40.00	500.00	7.4%
11452 57400 SURETY BOND	1,100	0	1,100	433.00	.00	667.00	39.4%

5 REVENUES

11455 43700 OTHER DEPT.REV.-TRE	-150,000	0	-150,000	-268,948.11	.00	118,948.11	179.3%
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1460 TAX COLLECTOR

1 PERSONAL SERVICES

11461 51101 PAY-TAX COLLECTOR	70,000	0	70,000	20,192.33	.00	49,807.67	28.8%
11461 51103 PAY-HEAD CLERK	42,035	0	42,035	11,766.98	.00	30,268.02	28.0%
11461 51106 PAY-SR DEPUTY TAX C	52,425	0	52,425	15,082.35	.00	37,342.65	28.8%
11461 51400 PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%

2 EXPENSES

11462 53010 TAX TITLE CERTIFICA	15,000	0	15,000	12,810.00	.00	2,190.00	85.4%
11462 53060 BANKING SERVICES	4,000	0	4,000	.00	.00	4,000.00	.0%
11462 53085 DEPUTY COLLECTOR SE	0	23,771	23,771	5,930.00	30,978.00	-13,137.50	155.3%*

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11462 53100 OTHER CONTRACT SERV	1,500	202	1,702	571.50	40.25	1,090.25	35.9%
11462 53190 EDUCATION & TRAININ	525	0	525	95.00	.00	430.00	18.1%
11462 53430 ADVERTISING	4,000	9,805	13,805	9,340.70	464.03	4,000.00	71.0%
11462 54200 OFFICE & PROF. SUPP	1,250	1,769	3,019	1,853.40	22.75	1,143.05	62.1%
11462 54210 PARKING TICKETS	1,000	0	1,000	.00	.00	1,000.00	.0%
11462 57100 IN-STATE TRAVEL	1,100	755	1,855	858.07	.00	997.30	46.2%
11462 57300 DUES & SUBSCRIPTION	140	0	140	140.00	.00	.00	100.0%
11462 57400 INSURANCE	900	0	900	.00	515.00	385.00	57.2%

5 REVENUES

11465 43700 OTHER DEPT.REV.-COL	0	0	0	-200.00	.00	200.00	100.0%
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1510 CITY SOLICITOR

1 PERSONAL SERVICES

11511 51101 PAY-SOLICITOR	94,000	0	94,000	27,115.35	.00	66,884.65	28.8%
11511 51102 PAY-ASSISTANT SOLIC	160,000	0	160,000	46,153.80	.00	113,846.20	28.8%
11511 51108 PAY-PARALEGAL	53,000	0	53,000	15,288.45	.00	37,711.55	28.8%
11511 51201 PAY-PT ASSISTANT SO	80,000	0	80,000	23,076.90	.00	56,923.10	28.8%

2 EXPENSES

11512 52400 R & M - OFFICE EQUI	750	210	960	210.34	.00	750.00	21.9%
11512 53010 SPECIAL COUNSEL SER	75,000	52,520	127,520	32,650.68	77,884.36	16,984.60	86.7%
11512 53190 EDUCATION & TRAININ	500	0	500	.00	.00	500.00	.0%
11512 54200 OFFICE & PROF. SUPP	2,500	685	3,185	1,057.90	826.13	1,300.71	59.2%
11512 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%
11512 57300 DUES & SUBSCRIPTION	6,900	600	7,500	5,087.54	50.00	2,362.46	68.5%
11512 57600 LITIGATION	9,000	1,882	10,882	8,305.74	294.66	2,281.45	79.0%

5 REVENUES

11515 43700 OTHER DEPT.REV.-SOL	0	0	0	-53,291.00	.00	53,291.00	100.0%
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1520 PERSONNEL ADMINISTRATION

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11521 51101 PAY-PERSON. ADMINIS	81,600	0	81,600	23,538.45	.00	58,061.55	28.8%
11521 51102 PAY-PERSONNEL ASSIS	108,000	0	108,000	31,153.80	.00	76,846.20	28.8%
11521 51104 PAY-HEAD ADMINISTRA	43,000	0	43,000	11,538.45	.00	31,461.55	26.8%
11521 51201 PAY-LABOR SERV. DIR	1,050	0	1,050	322.89	.00	727.11	30.8%
11521 51400 PAY-LONGEVITY	1,000	0	1,000	1,000.00	.00	.00	100.0%

2 EXPENSES

11522 52400 R & M - OFFICE EQUI	2,500	0	2,500	1,880.00	.00	620.00	75.2%
11522 53010 PROF.SERV.-EMPLOYEE	1,450	2,325	3,775	2,625.21	240.00	910.00	75.9%
11522 53011 PROF.SERV.-EMPLOYEE	13,000	989	13,989	3,957.32	8,903.97	1,128.04	91.9%
11522 53030 PRINT/BIND/MICROFIL	0	175	175	175.00	.00	.00	100.0%
11522 53180 SYSTEM HARD/SOFTWARE	0	167	167	166.95	.00	.00	100.0%
11522 53190 EDUCATION & TRAININ	2,500	0	2,500	.00	2,590.00	-90.00	103.6%*
11522 53430 ADVERTISING	3,000	512	3,512	1,699.00	1,187.50	625.50	82.2%
11522 54200 OFFICE & PROF. SUPP	1,200	556	1,756	493.94	930.41	331.22	81.1%
11522 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%
11522 57300 DUES & SUBSCRIPTION	600	0	600	.00	.00	600.00	.0%

5 REVENUES

11525 43700 OTHER DEPT.REV.-PER	0	0	0	-51.00	.00	51.00	100.0%
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1550 DATA PROCESSING

2 EXPENSES

11552 53010 PROFESSIONAL CONSUL	378,600	8,198	386,798	134,398.20	252,400.00	.00	100.0%
11552 53020 POL./FIRE NETWORK A	0	17,417	17,417	17,417.40	.00	.00	100.0%
11552 53100 SOFTWARE LICENSE/US	330,480	2,442	332,922	181,216.50	46,413.48	105,291.86	68.4%
11552 53180 SYSTEM HARD/SOFTWARE	60,000	3,439	63,439	8,769.03	14,965.43	39,704.28	37.4%

1570 ADMIN. ASSIST. TO CITY COUNCIL

1 PERSONAL SERVICES

11571 51101 PAY-ADMIN.ASSIST.TO	45,900	0	45,900	13,240.35	.00	32,659.65	28.8%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJUSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL

2 EXPENSES

11572 54200 OFFICE & PROF. SUPP	1,900	2	1,902	396.58	59.40	1,445.73	24.0%
11572 54220 SUPPLIES - OTHER	0	4	4	.00	4.00	.00	100.0%

1610 CITY CLERK

1 PERSONAL SERVICES

11611 51101 PAY-CLERK	85,000	0	85,000	24,519.23	.00	60,480.77	28.8%
11611 51102 PAY-ASSISTANT CLERK	55,458	0	55,458	15,997.50	.00	39,460.50	28.8%
11611 51103 PAY-PRINCIPAL CLERK	39,103	0	39,103	11,279.55	.00	27,823.45	28.8%
11611 51105 PAY-2ND ASSISTANT C	49,796	0	49,796	14,364.15	.00	35,431.85	28.8%
11611 51106 PAY-HEAD CLERK	42,712	0	42,712	12,320.48	.00	30,391.52	28.8%
11611 51210 ELECTION OFFICERS	35,000	0	35,000	2,055.00	.00	32,945.00	5.9%
11611 51240 PAY-TEMPORARY/SEASO	650	0	650	.00	.00	650.00	.0%
11611 51250 PAY-EXTRA CLERICAL	1,500	0	1,500	300.00	.00	1,200.00	20.0%
11611 51300 PAY-OVERTIME	500	0	500	1,114.43	.00	-614.43	222.9%*
11611 51400 PAY-LONGEVITY	1,800	0	1,800	800.00	.00	1,000.00	44.4%

2 EXPENSES

11612 52400 R & M - OFFICE EQUI	900	522	1,422	982.06	.00	440.00	69.1%
11612 52420 R & M - OTHER	4,050	150	4,200	4,200.00	.00	.00	100.0%
11612 52700 EQUIPMENT/BLDG. REN	1,800	450	2,250	599.99	1,027.10	622.90	72.3%
11612 53010 RECORDS RETENTION	2,000	0	2,000	.00	.00	2,000.00	.0%
11612 53020 ORDINANCE CODIFICAT	4,000	610	4,610	4,602.40	.00	7.60	99.8%
11612 53030 PRINT/BIND/MICROFIL	11,100	1,460	12,560	4,821.90	5,729.44	2,008.70	84.0%
11612 53100 OTHER SERVICES	2,500	0	2,500	1,780.88	.00	719.12	71.2%
11612 53190 EDUCATION & TRAININ	500	0	500	.00	.00	500.00	.0%
11612 53410 TELEPHONE USAGE CHA	4,000	0	4,000	-13.35	.00	4,013.35	-.3%
11612 53420 POSTAGE	12,000	0	12,000	310.00	.00	11,690.00	2.6%
11612 53430 ADVERTISING	300	0	300	.00	.00	300.00	.0%
11612 54200 OFFICE & PROF. SUPP	3,300	404	3,704	1,575.41	198.81	1,930.11	47.9%
11612 57100 IN-STATE TRAVEL	1,250	0	1,250	.00	653.20	596.80	52.3%
11612 57300 DUES & SUBSCRIPTION	515	0	515	150.00	.00	365.00	29.1%
11612 57303 ANIMAL SYSTEM MODUL	3,000	-610	2,390	.00	2,000.00	390.00	83.7%

5 REVENUES

11615 43230 FEE-DOG LICENSES	-30,000	0	-30,000	-2,562.00	.00	-27,438.00	8.5%*
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11615 43310 FEE-RECORDS	-85,000	0	-85,000	-24,550.50	.00	-60,449.50	28.9%*
11615 43311 FEE-NOTARY SEAL	0	0	0	-280.00	.00	280.00	100.0%
11615 44130 L & P-MARRIAGE	-4,000	0	-4,000	-2,075.00	.00	-1,925.00	51.9%*
11615 44140 L & P-TRADE NAME	-7,000	0	-7,000	-2,085.00	.00	-4,915.00	29.8%*
11615 44150 L & P-OTHER	-15,000	0	-15,000	-3,614.00	.00	-11,386.00	24.1%*
11615 47730 FINE/FORF-ORDINANCE	-30,000	0	-30,000	-6,700.00	.00	-23,300.00	22.3%*

1630 VOTER REGISTRATION

1 PERSONAL SERVICES

11631 51103 PAY-ASSIST. REGISTR	49,796	0	49,796	14,364.15	.00	35,431.85	28.8%
11631 51201 PAY-REGISTRAR COMMI	5,025	0	5,025	1,169.28	.00	3,855.72	23.3%
11631 51250 PAY-TEMPORARY/SEASO	5,000	0	5,000	.00	.00	5,000.00	.0%
11631 51300 PAY-OVERTIME	1,500	0	1,500	287.28	.00	1,212.72	19.2%

2 EXPENSES

11632 53020 CENSUS	5,025	0	5,025	.00	.00	5,025.00	.0%
11632 53030 PRINT/BIND/MICROFIL	1,500	0	1,500	.00	.00	1,500.00	.0%
11632 54200 OFFICE & PROF. SUPP	500	73	573	69.62	17.99	485.41	15.3%

1650 LICENSE COMMISSION

5 REVENUES

11655 43700 OTHER DEPT.REV.-LIC	-5,000	0	-5,000	-1,850.00	.00	-3,150.00	37.0%*
11655 44110 L & P-ALCOHOLIC BEV	-80,000	0	-80,000	.00	.00	-80,000.00	.0%*
11655 44200 L & P-AMUSEMENT MAC	-15,000	0	-15,000	.00	.00	-15,000.00	.0%*
11655 44210 L & P-COMMON VICTUA	-1,000	0	-1,000	-225.00	.00	-775.00	22.5%*
11655 44220 L & P-MOTOR VEHICLE	-6,500	0	-6,500	-400.00	.00	-6,100.00	6.2%*
11655 44230 L & P-ENTERTAINMENT	-1,500	0	-1,500	-1,200.00	.00	-300.00	80.0%*

1710 CONSERVATION

1 PERSONAL SERVICES

11711 51101 PAY-CONSERVATION OF	65,000	0	65,000	18,750.00	.00	46,250.00	28.8%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
11711 51850 PAY-AUTO ALLOWANCE	2,820	0	2,820	933.32	.00	1,886.68	33.1%	
2 EXPENSES								
11712 53010 PROFESSIONAL SERVIC	50	0	50	.00	.00	50.00	.0%	
11712 53020 CT RIVER CHANNEL MA	3,500	3,500	7,000	3,500.00	.00	3,500.00	50.0%	
11712 53100 CONSERVATION RESTRI	500	0	500	.00	.00	500.00	.0%	
11712 53190 EDUCATION & TRAININ	600	0	600	.00	.00	600.00	.0%	
11712 53430 ADVERTISING	50	0	50	.00	.00	50.00	.0%	
11712 54200 OFFICE & PROF. SUPP	300	326	626	245.85	.00	380.11	39.3%	
11712 57100 IN-STATE TRAVEL	100	0	100	.00	.00	100.00	.0%	
11712 57300 DUES & SUBSCRIPTION	300	0	300	291.00	.00	9.00	97.0%	
1750 CITY PLANNING								
1 PERSONAL SERVICES								
11751 51101 PAY- DIRECTOR	85,308	0	85,308	24,608.10	.00	60,699.90	28.8%	
11751 51102 PAY-ASST DIR ECON D	75,000	0	75,000	21,634.65	.00	53,365.35	28.8%	
11751 51104 PAY-HEAD CLERK	84,446	0	84,446	24,268.28	.00	60,177.72	28.7%	
11751 51105 PAY-SR. PROJ MANAGE	55,000	0	55,000	15,759.58	.00	39,240.42	28.7%	
11751 51106 PAY-PLANNER I	50,000	0	50,000	14,423.10	.00	35,576.90	28.8%	
11751 51107 PAY- HEAD ADMIN CLE	45,940	0	45,940	12,721.47	.00	33,218.53	27.7%	
11751 51108 PAY-ASST DIRECTOR P	75,000	0	75,000	21,634.65	.00	53,365.35	28.8%	
11751 51201 PAY-LICENSE COMMISS	2,800	0	2,800	933.32	.00	1,866.68	33.3%	
11751 51223 PAY - DEVELOP SPECI	52,500	0	52,500	15,144.22	.00	37,355.78	28.8%	
11751 51300 PAY-OVERTIME	5,000	0	5,000	2,418.78	.00	2,581.22	48.4%	
11751 51400 PAY-LONGEVITY	5,000	0	5,000	1,200.00	.00	3,800.00	24.0%	
2 EXPENSES								
11752 53010 OTHER CONTRACTED SE	15,000	2,733	17,733	3,232.88	2,000.13	12,500.00	29.5%	
11752 53020 PARCEL MAPPING SERV	11,000	0	11,000	8,770.00	.00	2,230.00	79.7%	
11752 53030 PRINT/BIND/MICROFIL	500	0	500	.00	.00	500.00	.0%	
11752 53166 HISTORIC PROGRAM CO	1,000	35,000	36,000	.00	.00	36,000.00	.0%	
11752 53190 EDUCATION & TRAININ	3,000	0	3,000	750.00	.00	2,250.00	25.0%	
11752 53430 ADVERTISING	1,000	-665	335	96.01	.00	238.99	28.7%	
11752 54200 OFFICE & PROF. SUPP	1,500	315	1,815	794.16	520.45	500.11	72.4%	
11752 56900 PIONEER VALLEY PLAN	6,982	0	6,982	6,981.11	.00	.89	100.0%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
11752 57100 IN-STATE TRAVEL	2,000	0	2,000	149.55	775.56	1,074.89	46.3%
11752 57300 DUES & SUBSCRIPTION	500	665	1,165	255.00	.00	910.00	21.9%
11752 57615 DEP COMPLIANCE FEES	1,200	0	1,200	980.00	.00	220.00	81.7%

5 REVENUES

11755 43280 FEE-ANR	0	0	0	-75.00	.00	75.00	100.0%
11755 43295 FEE-SITE PLAN REVIE	-3,500	0	-3,500	.00	.00	-3,500.00	.0%*
11755 44150 PERMIT-SPECIAL PERM	-2,400	0	-2,400	-1,000.00	.00	-1,400.00	41.7%*

2100 POLICE

1 PERSONAL SERVICES

12101 51101 PAY-POLICE CHIEF	147,000	0	147,000	42,403.87	.00	104,596.13	28.8%
12101 51103 PAY-POLICE CAPTAIN	365,645	121,879	487,524	115,595.25	.00	371,928.75	23.7%
12101 51104 PAY-POLICE LIEUTENA	840,346	0	840,346	242,407.20	.00	597,938.80	28.8%
12101 51105 PAY-POLICE SERGEANT	1,364,120	-85,344	1,278,776	269,972.74	.00	1,008,802.91	21.1%
12101 51107 PAY-PATROL OFFICERS	6,468,707	-206,593	6,262,114	1,521,048.71	.00	4,741,065.61	24.3%
12101 51109 PAY-POLICE RESERVES	70,000	0	70,000	17,996.00	.00	52,004.00	25.7%
12101 51110 PAY-SENIOR CLERK/TY	381,746	0	381,746	104,318.58	.00	277,427.42	27.3%
12101 51117 PAY- E-911 DISPATCH	583,665	0	583,665	113,877.41	.00	469,787.59	19.5%
12101 51118 PAY-ADMIN.ASST.TO P	43,619	0	43,619	12,582.37	.00	31,036.63	28.8%
12101 51120 PAY-BLDG. MAINTENAN	45,990	0	45,990	13,266.00	.00	32,724.00	28.8%
12101 51123 PAY-BOOKKEEPER	66,234	0	66,234	19,105.65	.00	47,128.35	28.8%
12101 51180 PAY-INJURED ON DUTY	0	164,652	164,652	193,858.71	.00	-29,206.50	117.7%*
12101 51201 PAY-MATRONS	3,000	0	3,000	553.50	.00	2,446.50	18.5%
12101 51203 PAY-E-911 DISPATCH	15,000	0	15,000	6,096.02	.00	8,903.98	40.6%
12101 51204 PAY-SR. CLERK (PT)	22,000	0	22,000	.00	.00	22,000.00	.0%
12101 51300 PAY-OVERTIME	300,000	200,000	500,000	424,203.68	.00	75,796.32	84.8%
12101 51320 PARADE OVERTIME	60,000	0	60,000	.00	.00	60,000.00	.0%
12101 51321 SPECIAL EVENTS - OV	45,000	0	45,000	35,618.71	.00	9,381.29	79.2%
12101 51322 ELECTIONS OVERTIME	20,000	0	20,000	759.24	.00	19,240.76	3.8%
12101 51323 SNOW/OTHER OVERTIME	8,000	0	8,000	.00	.00	8,000.00	.0%
12101 51400 PAY-LONGEVITY	146,440	0	146,440	76,781.25	.00	69,658.75	52.4%
12101 51410 PAY-HOLIDAY BONUS	50,000	0	50,000	15,720.00	.00	34,280.00	31.4%
12101 51440 PAY-SICK LEAVE BONU	72,000	0	72,000	37,023.26	.00	34,976.74	51.4%
12101 51500 PAY-VACATION BUYBAC	95,000	0	95,000	44,002.20	.00	50,997.80	46.3%
12101 51505 PAY-TIME OWED BUYBA	130,000	0	130,000	70,252.96	.00	59,747.04	54.0%
12101 51510 PAY-SICK LEAVE BUYB	450,000	-121,879	328,121	229,320.77	.00	98,800.23	69.9%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
12101 51520 PAY-HOLIDAY DIFFERE	479,200	0	479,200	18,529.79	.00	460,670.21	3.9%
12101 51530 PAY-FAMILY & MEDICA	0	27,285	27,285	2,646.40	.00	24,638.42	9.7%
12101 51590 PAY-COURT APPEARANC	60,000	0	60,000	12,769.44	.00	47,230.56	21.3%
12101 51830 PAY-CLOTHING ALLOW/	2,700	0	2,700	2,700.00	.00	.00	100.0%
12101 51900 PAY-IN-SERVICE TRAI	120,172	0	120,172	31,556.72	.00	88,615.28	26.3%
12101 51915 PAY-CONTRACT ED. PL	229,528	0	229,528	58,303.99	.00	171,224.01	25.4%
12101 51920 PAY-QUINN BILL ED.	719,992	-100,000	619,992	179,646.64	.00	440,345.36	29.0%

2 EXPENSES

12102 52100 ENERGY-GAS/OIL/ELEC	130,000	23,987	153,987	58,037.17	30,950.06	65,000.00	57.8%
12102 52300 WATER & SEWER	2,250	429	2,679	878.38	1,800.52	.00	100.0%
12102 52400 R & M - OFFICE EQUI	4,000	0	4,000	353.99	1,993.97	1,652.04	58.7%
12102 52410 R & M - VEHICLES	70,000	3,251	73,251	16,902.91	16,672.17	39,676.26	45.8%
12102 52420 R & M - OTHER	2,520	0	2,520	973.36	.00	1,546.64	38.6%
12102 52500 R & M - BLDGS. & GR	20,000	47,566	67,566	55,190.33	11,957.55	418.32	99.4%
12102 53010 DATA MAINTENANCE SE	150,000	227,200	377,200	56,622.77	310,243.76	10,333.47	97.3%
12102 53030 PRINT/BIND/MICROFIL	3,500	0	3,500	645.00	.00	2,855.00	18.4%
12102 53120 CARE OF PRISONERS	10,000	200	10,200	479.50	2,224.50	7,496.00	26.5%
12102 53125 DRUG TESTING	10,000	1,783	11,783	2,783.00	175.00	8,825.00	25.1%
12102 53190 EDUCATION & TRAININ	60,000	4,231	64,231	19,538.00	13,599.00	31,094.00	51.6%
12102 53210 MEDICAL COSTS	23,000	10,275	33,275	17,054.00	3,345.00	12,876.00	61.3%
12102 53410 TELEPHONE USAGE CHA	29,000	8,342	37,342	7,536.47	25,576.06	4,229.09	88.7%
12102 53420 POSTAGE	1,800	0	1,800	528.00	.00	1,272.00	29.3%
12102 54200 OFFICE & PROF. SUPP	40,000	2,926	42,926	5,182.18	2,721.60	35,021.94	18.4%
12102 54220 SUPPLIES - OTHER	12,000	557	12,557	5,083.50	7,357.96	115.04	99.1%
12102 54221 SUPPLIES - AMMUNITI	20,000	0	20,000	19,557.80	.00	442.20	97.8%
12102 54800 MOTOR VEHICLE FUEL	95,000	0	95,000	33,196.32	.00	61,803.68	34.9%
12102 54830 SUPPLIES - MOTOR VE	70,000	6,488	76,488	23,918.76	29,603.19	22,966.04	70.0%
12102 55120 POLICE CANINE UNITS	7,000	125	7,125	379.90	3,893.60	2,851.50	60.0%
12102 55830 CLOTHING REIMBURSEM	2,700	0	2,700	626.87	275.00	1,798.13	33.4%
12102 55860 PERSONNEL EQUIPMENT	60,000	94,107	154,107	59,039.47	65,570.50	29,497.03	80.9%
12102 55861 AUXILIARY	6,000	0	6,000	2,159.99	999.70	2,840.31	52.7%
12102 57100 IN-STATE TRAVEL	3,500	644	4,144	1,966.75	1,714.18	463.02	88.8%
12102 57300 DUES & SUBSCRIPTION	5,000	0	5,000	1,200.00	800.00	3,000.00	40.0%
12102 57301 LEGAL DEFENSE FUND	4,000	0	4,000	.00	.00	4,000.00	.0%
12102 57302 REFORM BILL CERTIFI	2,900	0	2,900	.00	.00	2,900.00	.0%

3 CAPITAL OUTLAY

12103 58000 CAP.OUTLAY-MOTOR VE	0	512,728	512,728	240,154.20	106,158.00	166,416.00	67.5%
12103 58002 CAP.OUTLAY-OTHER PO	0	52,500	52,500	.00	51,971.50	528.50	99.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJUSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
5 REVENUES								
12105 43361 FEE-BLUE LAWS	-3,000	0	-3,000		.00		-3,000.00	.0%*
12105 43363 FEE-HOME ALARMS	-2,000	0	-2,000		-25.00		-1,975.00	1.3%*
12105 43370 FEE-AUTOMOBILE TOWI	-5,000	0	-5,000		-800.00		-4,200.00	16.0%*
12105 43375 FEE-POLICE OFF DUTY	-55,000	0	-55,000		.00		-55,000.00	.0%*
12105 43700 OTHER DEPT.REV.-POL	-6,700	0	-6,700		-10.00		-6,690.00	.1%*
12105 44270 L & P-FIREARMS	-10,000	0	-10,000		-1,981.25		-8,018.75	19.8%*
12105 47710 FINES/FORF.-DIST'T	-70,000	0	-70,000		-26,914.23		-43,085.77	38.4%*
2110 PARKING TICKETS								
5 REVENUES								
12115 47720 FINES/FORF.-PARK.TI	-130,000	0	-130,000		-51,745.00		-78,255.00	39.8%*
2200 FIRE								
1 PERSONAL SERVICES								
12201 51101 PAY-FIRE CHIEF	141,481	0	141,481		41,087.72		100,393.28	29.0%
12201 51102 PAY-DEPUTY FIRE CHI	606,817	0	606,817		175,890.02		430,926.98	29.0%
12201 51103 PAY-FIRE CAPTAIN	774,742	0	774,742		226,045.47		548,696.53	29.2%
12201 51104 PAY-FIRE LIEUTENANT	1,659,452	0	1,659,452		481,044.80		1,178,407.20	29.0%
12201 51105 PAY-FIREFIGHTERS	4,883,825	-12,616	4,871,209		1,358,827.63		3,512,380.92	27.9%
12201 51107 PAY-SUPERV.FIRE ALA	95,601	0	95,601		27,763.67		67,837.33	29.0%
12201 51109 PAY-ASSIST.SUPERV.-	85,358	0	85,358		24,788.85		60,569.15	29.0%
12201 51110 PAY-FIRE ALARM OPER	372,941	0	372,941		107,049.07		265,891.93	28.7%
12201 51111 PAY-ADMIN.ASSIST.TO	50,172	0	50,172		14,468.98		35,703.02	28.8%
12201 51180 PAY-INJURED ON DUTY	0	12,616	12,616		11,633.35		983.10	92.2%
12201 51300 PAY-OVERTIME	415,000	0	415,000		67,542.11		347,457.89	16.3%
12201 51301 PAY-ARSON OVERTIME	3,000	0	3,000		869.30		2,130.70	29.0%
12201 51302 PAY-HAZ-MAT OVERTIM	5,000	0	5,000		1,074.72		3,925.28	21.5%
12201 51321 SPECIAL EVENTS OVER	30,000	0	30,000		6,045.30		23,954.70	20.2%
12201 51400 PAY-LONGEVITY	103,075	0	103,075		42,751.00		60,324.00	41.5%
12201 51460 PAY-ACT OUT OF GRAD	24,000	0	24,000		14,358.49		9,641.51	59.8%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
12201 51462 EAP/MED.OFF./FIRE P	2,750	0	2,750	.00	.00	2,750.00	.0%	
12201 51500 PAY-VACATION/PERSON	275,000	0	275,000	3,596.82	.00	271,403.18	1.3%	
12201 51510 PAY-SICK LEAVE BUYB	500,000	0	500,000	11,094.70	.00	488,905.30	2.2%	
12201 51780 PAY-NON-CONTRIB. AN	28,634	0	28,634	8,328.95	.00	20,305.05	29.1%	
12201 51830 PAY-CLOTHING ALLOWA	11,200	0	11,200	.00	.00	11,200.00	.0%	
12201 51900 PAY-IN-SERVICE COUR	1,000	0	1,000	.00	.00	1,000.00	.0%	
12201 51910 PAY-HAZ-MAT TEAM ST	5,000	0	5,000	.00	.00	5,000.00	.0%	
2 EXPENSES								
12202 52000 PURCHASE OF SERVICE	2,500	0	2,500	.00	2,500.00	.00	100.0%	
12202 52100 ENERGY-GAS/OIL/ELEC	125,771	5,018	130,789	32,586.35	20,018.82	78,183.73	40.2%	
12202 52300 WATER & SEWER	8,500	674	9,174	1,560.47	3,113.69	4,500.00	50.9%	
12202 52410 R & M - VEHICLES	45,000	7,255	52,255	23,846.03	8,860.41	19,548.43	62.6%	
12202 52420 R & M - OTHER	8,000	1,709	9,709	2,340.57	898.64	6,469.79	33.4%	
12202 52500 R & M - BLDGS. & GR	4,000	801	4,801	1,359.21	35.99	3,406.00	29.1%	
12202 53011 INFORMATION TECHNOL	30,000	8,302	38,302	29,495.42	4,306.09	4,500.26	88.3%	
12202 53120 FIRE PREVENTION	2,200	0	2,200	1,825.00	287.96	87.04	96.0%	
12202 53190 EDUCATION & TRAININ	8,000	0	8,000	450.00	150.00	7,400.00	7.5%	
12202 53191 FIRE ACADEMY COSTS	15,000	0	15,000	.00	1,430.00	13,570.00	9.5%	
12202 53210 MEDICAL COSTS	8,000	0	8,000	.00	3,000.00	5,000.00	37.5%	
12202 53220 ARSON	2,000	1,069	3,069	1,968.95	295.03	805.00	73.8%	
12202 54200 OFFICE & PROF. SUPP	6,000	944	6,944	2,251.28	1,006.96	3,685.52	46.9%	
12202 54220 SUPPLIES - OTHER	13,500	1,034	14,534	5,369.69	5,560.24	3,603.66	75.2%	
12202 54800 MOTOR VEHICLE FUEL	40,000	0	40,000	15,221.49	.00	24,778.51	38.1%	
12202 54830 SUPPLIES - MOTOR VE	40,000	1,602	41,602	11,225.68	14,071.15	16,305.56	60.8%	
12202 54880 SUPPLIES-FIRE EQUIP	23,000	4,536	27,536	8,888.34	7,478.38	11,169.22	59.4%	
12202 54890 SUPPLIES-FIRE ALARM	8,000	382	8,382	5,806.81	33.82	2,541.42	69.7%	
12202 55130 SUPPLIES-TRAINING A	4,900	399	5,299	3,129.00	1,269.50	900.00	83.0%	
12202 55140 CPR	18,600	3,643	22,243	4,249.72	1,393.21	16,600.00	25.4%	
12202 55150 SUPPLIES-HAZ-MAT	1,500	0	1,500	.00	240.00	1,260.00	16.0%	
12202 55860 PERSONNEL EQUIPMENT	22,000	0	22,000	3,149.85	2,307.48	16,542.67	24.8%	
12202 57100 IN-STATE TRAVEL	750	30	780	328.00	20.00	432.00	44.6%	
12202 57300 DUES & SUBSCRIPTION	2,500	0	2,500	1,295.00	.00	1,205.00	51.8%	
3 CAPITAL OUTLAY								
12203 58000 CAP.OUTLAY-MOTOR VE	0	62,000	62,000	.00	.00	62,000.00	.0%	
5 REVENUES								
12205 43700 OTHER DEPT.REV.-FIR	-10,000	0	-10,000	-4,649.44	.00	-5,350.56	46.5%*	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
12205 44250 L & P-FIRE (VARIOUS	-65,000	0	-65,000	-19,672.00	.00	-45,328.00	30.3%*	
2400 BLDG. CODES/INSPECTIONS								
1 PERSONAL SERVICES								
12401 51101 PAY-BLDG. COMMISSIO	94,903	0	94,903	25,550.98	.00	69,352.02	26.9%	
12401 51102 PAY-ASSIST.BLDG.COM	77,553	0	77,553	.00	.00	77,553.00	.0%	
12401 51103 PAY-CHIEF INSP OF W	70,000	0	70,000	20,192.33	.00	49,807.67	28.8%	
12401 51105 PAY-PLUMB/GAS INSPE	68,217	0	68,217	19,677.22	.00	48,539.78	28.8%	
12401 51107 PAY-ZONING OFFICIAL	55,000	0	55,000	15,865.35	.00	39,134.65	28.8%	
12401 51108 PAY-HEAD ADMIN CLER	45,940	0	45,940	13,251.53	.00	32,688.47	28.8%	
12401 51109 PAY-HEAD CLERK	24,395	0	24,395	7,040.25	.00	17,354.75	28.9%	
12401 51110 PAY-LOCAL BLDG. INS	140,000	0	140,000	20,775.90	.00	119,224.10	14.8%	
12401 51300 PAY-OVERTIME	2,500	0	2,500	.00	.00	2,500.00	.0%	
12401 51400 PAY-LONGEVITY	1,600	0	1,600	.00	.00	1,600.00	.0%	
12401 51510 PAY-SICK LEAVE BUYB	2,500	0	2,500	.00	.00	2,500.00	.0%	
12401 51830 PAY-CLOTHING ALLOWA	525	0	525	175.00	.00	350.00	33.3%	
2 EXPENSES								
12402 53010 OTHER CONTRACTED SE	40,000	15,374	55,374	14,343.00	19,214.00	21,817.00	60.6%	
12402 53030 PRINT/BIND/MICROFIL	150	0	150	.00	.00	150.00	.0%	
12402 53040 INSPECTIONS-PLUMB &	2,500	0	2,500	1,200.00	1,450.00	-150.00	106.0%*	
12402 53050 INSPECTIONS-ELECTRI	2,500	0	2,500	650.00	.00	1,850.00	26.0%	
12402 53190 EDUCATION & TRAININ	2,500	72	2,572	475.25	230.00	1,867.00	27.4%	
12402 53410 TELEPHONE USAGE CHA	2,000	459	2,459	189.95	268.56	2,000.00	18.6%	
12402 54200 OFFICE & PROF. SUPP	2,000	626	2,626	753.67	548.88	1,323.62	49.6%	
12402 54900 SUPPLIES-SMALL TOOL	1,000	0	1,000	.00	.00	1,000.00	.0%	
12402 57009 CLOTHING EXPENSE	1,000	0	1,000	280.00	381.00	339.00	66.1%	
12402 57100 IN-STATE TRAVEL	4,000	379	4,379	1,001.77	795.84	2,581.51	41.0%	
12402 57300 DUES & SUBSCRIPTION	800	195	995	285.00	205.00	505.00	49.2%	
5 REVENUES								
12405 43340 FEE-INSPECT.& OCCUP	-15,000	0	-15,000	-8,380.00	.00	-6,620.00	55.9%*	
12405 43350 FEE-WEIGHTS/MEAS. S	-5,000	0	-5,000	.00	.00	-5,000.00	.0%*	
12405 43700 OTHER DEPT.REV.-BLD	-5,700	0	-5,700	-40.00	.00	-5,660.00	.7%*	
12405 44280 L & P-BUILDING	-300,000	0	-300,000	-32,335.20	.00	-267,664.80	10.8%*	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS 0010	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
12405 44290	L & P-PLUMBING	-10,000	0	-10,000	-4,516.00	.00	-5,484.00	45.2%*
12405 44300	L & P-GAS	-8,000	0	-8,000	-2,686.00	.00	-5,314.00	33.6%*
12405 44310	L & P-PLUMBING & GA	-15,000	0	-15,000	-3,728.00	.00	-11,272.00	24.9%*
12405 44320	L & P-ELECTRICAL	-70,000	0	-70,000	-53,305.17	.00	-16,694.83	76.2%*
12405 44321	L & P-SHEET METAL	-7,000	0	-7,000	-400.00	.00	-6,600.00	5.7%*

2440 WEIGHTS & MEASURES

1 PERSONAL SERVICES

12441 51101	PAY-SEALER OF WTS./	62,500	0	62,500	18,028.87	.00	44,471.13	28.8%
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2 EXPENSES

12442 53010	PROFESSIONAL SERVIC	1,000	-1,000	0	.00	.00	.00	.0%
12442 53030	PRINT/BIND/MICROFIL	0	1,000	1,000	.00	.00	1,000.00	.0%
12442 53190	EDUCATION & TRAININ	100	0	100	75.00	.00	25.00	75.0%
12442 54200	OFFICE & PROF. SUPP	1,000	271	1,271	578.46	320.70	372.20	70.7%
12442 54800	MOTOR VEHICLE FUEL	0	1,200	1,200	.00	.00	1,200.00	.0%
12442 54901	TOOLS & EQUIPMENT	2,000	0	2,000	.00	.00	2,000.00	.0%
12442 57009	CLOTHING EXPENSE	1,500	0	1,500	.00	.00	1,500.00	.0%
12442 57100	IN-STATE TRAVEL	2,500	0	2,500	512.94	60.26	1,926.80	22.9%
12442 57300	DUES & SUBSCRIPTION	185	0	185	60.00	50.00	75.00	59.5%
12442 58501	EQUIPMENT-OVER \$500	0	3,058	3,058	3,036.19	.00	21.88	99.3%

3 CAPITAL OUTLAY

12443 58001	CAP.OUTLAY-VEHICLES	0	45,000	45,000	43,835.00	.00	1,165.00	97.4%
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5 REVENUES

12445 43350	FEE-WEIGHTS/MEAS. S	0	0	0	-2,520.00	.00	2,520.00	100.0%
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2910 OFFICE OF EMERGENCY MGMT.

1 PERSONAL SERVICES

12911 51225	EMERGENCY MGMT DIR	5,000	0	5,000	1,666.68	.00	3,333.32	33.3%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2 EXPENSES								
12912 53100	REVERSE 911	14,000	0	14,000	13,369.88	.00	630.12	95.5%
12912 54220	SUPPLIES - OTHER	1,000	0	1,000	.00	942.00	58.00	94.2%
2940 FORESTRY								
1 PERSONAL SERVICES								
12941 51101	PAY-FORESTER	68,787	0	68,787	22,736.73	.00	46,050.27	33.1%
12941 51300	PAY-OVERTIME	6,000	0	6,000	8,556.13	.00	-2,556.13	142.6%*
12941 51400	PAY-LONGEVITY	1,250	0	1,250	.00	.00	1,250.00	.0%
12941 51830	PAY-CLOTHING ALLOWA	725	0	725	325.00	.00	400.00	44.8%
2 EXPENSES								
12942 52410	R & M - VEHICLES	5,000	0	5,000	.00	286.30	4,713.70	5.7%
12942 53004	DEBRIS DISPOSAL	10,000	0	10,000	.00	.00	10,000.00	.0%
12942 53010	CONTRACT FORESTRY S	0	210,000	210,000	33,600.00	76,400.00	100,000.00	52.4%
12942 53190	EDUCATION & TRAININ	1,000	0	1,000	.00	.00	1,000.00	.0%
12942 54900	SUPPLIES-SMALL TOOL	2,000	0	2,000	.00	.00	2,000.00	.0%
2990 PUBLIC SAFETY								
1 PERSONAL SERVICES								
12991 51201	PAY-CLERK	900	0	900	276.96	.00	623.04	30.8%
5 REVENUES								
12995 43700	OTHER DEPT.REV-PUB.	0	0	0	-410.00	.00	410.00	100.0%
3000 SCHOOLS								
1 PERSONAL SERVICES								

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04									
ACCOUNTS FOR: 0010 GENERAL FUND			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
13001	51101	PAY-SCHOOL PERSONNE	63,327,030	3,984,861	67,311,891	10,770,345.87	.00	56,541,544.81	16.0%
2 EXPENSES									
13002	57000	OTHER CHARGES & EXP	28,277,448	3,250,129	31,527,577	10,947,463.20	.00	20,580,113.40	34.7%
5 REVENUES									
13005	43700	OTHER DEPT.REV.-SCH	-4,000	0	-4,000	-1,430.00	.00	-2,570.00	35.8%*
4100 CITY ENGINEER									
1 PERSONAL SERVICES									
14101	51101	PAY-ENGINEER/ASST.S	92,000	0	92,000	18,970.23	.00	73,029.77	20.6%
14101	51103	PAY-GEN.CONSTRUCTIO	63,092	0	63,092	17,407.50	.00	45,684.50	27.6%
14101	51105	PAY-SR.CIVIL ENGINE	78,000	-10,000	68,000	5,400.00	.00	62,600.00	7.9%
14101	51107	PAY-GRANT WRITER/MA	63,340	-4,247	59,093	.00	.00	59,092.69	.0%
14101	51400	PAY-LONGEVITY	500	0	500	.00	.00	500.00	.0%
14101	51500	PAY-VACATION BUYBAC	0	4,247	4,247	4,247.31	.00	.00	100.0%
14101	51830	PAY-CLOTHING ALLOWA	325	0	325	.00	.00	325.00	.0%
2 EXPENSES									
14102	53010	PROFESSIONAL ENGINE	3,500	87,666	91,166	20,770.79	62,795.66	7,600.00	91.7%
14102	54200	OFFICE & PROF. SUPP	250	0	250	.00	104.84	145.16	41.9%
14102	57300	DUES & SUBSCRIPTION	1,500	0	1,500	.00	.00	1,500.00	.0%
4210 DPW-ADMIN.									
1 PERSONAL SERVICES									
14211	51101	PAY-GEN.SUPERIN'DEN	118,000	0	118,000	36,298.98	.00	81,701.02	30.8%
14211	51103	PAY-OFFICE MANAGER	60,371	0	60,371	17,084.92	.00	43,286.08	28.3%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS 0010	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
14211 51104	PAY-PRINC.ACCT.CLER	50,260	0	50,260	8,118.90	.00	42,141.10	16.2%
14211 51106	PAY-SUPT. OUTDOOR W	68,408	0	68,408	19,732.65	.00	48,675.35	28.8%
14211 51108	PAY-SAFETY INSPECTO	50,000	0	50,000	14,423.10	.00	35,576.90	28.8%
14211 51201	PAY-COMMISSIONERS	8,625	0	8,625	2,653.92	.00	5,971.08	30.8%
14211 51300	PAY-OVERTIME	3,000	0	3,000	1,614.24	.00	1,385.76	53.8%
14211 51306	OVERTIME-SUPERVISOR	30,000	0	30,000	.00	.00	30,000.00	.0%
14211 51400	PAY-LONGEVITY	1,000	0	1,000	925.00	.00	75.00	92.5%
14211 51830	PAY-CLOTHING ALLOWA	650	0	650	650.00	.00	.00	100.0%

2 EXPENSES

14212 53210	MEDICAL COSTS	5,000	1,015	6,015	1,384.00	300.00	4,331.00	28.0%
14212 53410	TELEPHONE USAGE CHA	5,700	730	6,430	2,194.79	2,534.96	1,700.42	73.6%
14212 54200	OFFICE & PROF. SUPP	2,200	201	2,401	200.60	.00	2,200.00	8.4%
14212 55830	UNIFORMS RENTAL SER	11,000	5,289	16,289	3,178.24	13,111.09	.00	100.0%
14212 57100	IN-STATE TRAVEL	300	0	300	.00	.00	300.00	.0%
14212 57300	DUES & SUBSCRIPTION	1,000	0	1,000	301.25	635.00	63.75	93.6%

5 REVENUES

14215 42425	TRANSFER STATION HO	-90,000	0	-90,000	.00	.00	-90,000.00	.0%*
14215 43700	OTHER DEPT.REV.-DPW	-8,000	0	-8,000	-3,625.00	.00	-4,375.00	45.3%*

4220 DPW-CITY PROPERTY

1 PERSONAL SERVICES

14221 51101	PAY-BLDG.MAINT.SUPE	64,150	0	64,150	19,430.07	.00	44,719.93	30.3%
14221 51103	PAY-BLDG. MAINT. MA	46,166	0	46,166	13,266.00	.00	32,900.00	28.7%
14221 51104	PAY-LABORER	86,169	0	86,169	24,576.00	.00	61,593.00	28.5%
14221 51105	PAY-BLDG. CUSTODIAN	80,582	0	80,582	23,243.70	.00	57,338.30	28.8%
14221 51300	PAY-OVERTIME	4,500	0	4,500	4,629.51	.00	-129.51	102.9%*
14221 51400	PAY-LONGEVITY	3,500	0	3,500	850.00	.00	2,650.00	24.3%
14221 51830	PAY-CLOTHING/TOOL A	1,325	0	1,325	1,275.00	.00	50.00	96.2%

2 EXPENSES

14222 52100	ENERGY-STREET LIGHT	299,408	88,075	387,483	184,890.03	37,433.61	165,159.10	57.4%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
14222 52102 ENERGY-CITY HALL	65,722	16,816	82,538	19,443.96	5,984.94	57,108.90	30.8%
14222 52103 ENERGY-CITY HALL AN	39,182	11,225	50,407	16,639.96	4,594.04	29,173.49	42.1%
14222 52104 ENERGY-PELLISSIER B	38,136	22,960	61,096	25,227.74	2,518.73	33,349.68	45.4%
14222 52112 ENERGY-TRAIN STATIO	2,000	463	2,463	764.99	396.09	1,301.86	47.1%
14222 52300 HYDRANTS WATER USE	45,000	0	45,000	.00	44,555.00	445.00	99.0%
14222 52302 WATER/SEWER-CITY HA	3,300	2,341	5,641	3,629.29	.00	2,011.22	64.3%
14222 52303 WATER/SEWER-CITY HA	10,000	7,163	17,163	13,492.47	.00	3,670.74	78.6%
14222 52304 WATER/SEWER-PELLISS	1,500	679	2,179	1,171.00	.00	1,007.66	53.7%
14222 52502 R & M-CITY HALL	26,000	6,675	32,675	7,997.75	8,451.74	16,225.28	50.3%
14222 52503 R & M-CITY HALL ANN	20,000	3,858	23,858	4,474.67	2,663.84	16,719.63	29.9%
14222 52504 R & M-PELLISSIER BL	18,000	15,306	33,306	16,857.15	12,996.13	3,452.79	89.6%
14222 52505 R & M-SENIOR CENTER	30,000	5,408	35,408	7,995.25	42,162.69	-14,749.89	141.7%*
14222 52509 R & M-POLICE STATIO	35,000	10,903	45,903	13,694.35	9,294.98	22,913.36	50.1%
14222 52510 R & M-CENTRAL FIRE	25,000	6,241	31,241	7,465.75	11,839.76	11,935.05	61.8%
14222 52511 R & M-ELMWOOD FIRE	11,500	3,986	15,486	4,541.30	6,622.56	4,322.44	72.1%
14222 52512 R & M-HIGHLAND FIRE	7,000	450	7,450	1,931.96	695.00	4,823.04	35.3%
14222 52514 R & M-W.HOLYOKE FIR	4,000	4,098	8,098	4,097.80	400.00	3,600.00	55.5%
14222 52517 R&M-TRAIN STATION	5,000	0	5,000	18.67	.00	4,981.33	.4%
14222 53009 CONTRACTED SERV.	0	73,000	73,000	6,941.89	20,628.63	45,429.48	37.8%
14222 53010 PROFESSIONAL SERVIC	11,000	0	11,000	.00	.00	11,000.00	.0%
14222 54220 SUPPLIES - OTHER	7,000	176	7,176	4,308.95	1,373.63	1,493.12	79.2%
14222 54900 SUPPLIES-SMALL TOOL	1,200	0	1,200	44.98	.00	1,155.02	3.7%

3 CAPITAL OUTLAY

14223 58000 CAP.OUT.-BLDG.IMPRO	0	250,000	250,000	.00	50,000.00	200,000.00	20.0%
14223 58002 CAP.OUTLAY-MOTOR VE	0	42,003	42,003	42,002.68	.00	.32	100.0%
14223 58003 CAP.OUTLAY-EQUIPMEN	0	25,000	25,000	.00	24,999.34	.66	100.0%

4250 DPW-HIGHWAYS & BRIDGES

1 PERSONAL SERVICES

14251 51101 PAY-P.W. FOREMAN/H	59,779	0	59,779	18,738.41	.00	41,040.59	31.3%
14251 51104 PAY-HEAVY M.E.O.	194,440	0	194,440	55,611.20	.00	138,828.80	28.6%
14251 51105 PAY-POWER SHOVEL OP	205,451	-10,000	195,451	37,073.68	.00	158,377.32	19.0%
14251 51106 PAY-PROP MAINT & DE	54,351	0	54,351	.00	.00	54,351.00	.0%
14251 51107 PAY-LABORER	41,703	0	41,703	.00	.00	41,703.00	.0%
14251 51300 PAY-OVERTIME	25,000	0	25,000	9,390.71	.00	15,609.29	37.6%
14251 51301 PAY-SNOW REMOVAL OV	120,000	0	120,000	-268.44	.00	120,268.44	-.2%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
14251 51400 PAY-LONGEVITY	9,725	0	9,725	1,775.00	.00	7,950.00	18.3%
14251 51480 PAY-CDL CLASS A DIF	600	0	600	42.75	.00	557.25	7.1%
14251 51830 PAY-CLOTHING ALLOWA	3,725	0	3,725	2,250.00	.00	1,475.00	60.4%
14251 51999 NON-CONTRIBUTORY AN	11,310	0	11,310	3,484.00	.00	7,826.00	30.8%

2 EXPENSES

14252 52600 R & M - STREETS & F	55,000	-12,935	42,065	18,960.04	14,831.00	8,273.47	80.3%
14252 52700 EQUIPMENT/BLDG. REN	1,000	960	1,960	960.00	.00	1,000.00	49.0%
14252 53100 SNOW REMOVAL SERVIC	250,000	32,283	282,283	16,046.36	334,863.34	-68,626.22	124.3%*
14252 53140 ROCA SERVICES	65,000	65,000	130,000	46,848.34	83,151.66	.00	100.0%
14252 54220 SUPPLIES-TRAFFIC LI	21,000	8,645	29,645	8,065.00	580.41	21,000.00	29.2%
14252 54221 SUPPLIES-TRAFFIC LI	50,000	30,839	80,839	7,838.98	48,988.46	24,011.54	70.3%
14252 54900 SUPPLIES-SMALL TOOL	5,000	668	5,668	1,062.80	1,453.78	3,151.22	44.4%

3 CAPITAL OUTLAY

14253 58000 CAP.OUT.-CITY INFRA	0	100,000	100,000	.00	.00	100,000.00	.0%
14253 58001 CAP.OUTLAY-GEN.CITY	0	27,000	27,000	.00	22,700.00	4,300.00	84.1%
14253 58002 CAP.OUTLAY-MOTOR VE	0	560,000	560,000	.00	551,576.00	8,424.00	98.5%

4260 DPW-AUTO EQUIP. MAINT.

1 PERSONAL SERVICES

14261 51101 PAY-FOREMAN/AUTOMOT	64,150	0	64,150	986.92	.00	63,163.08	1.5%
14261 51102 PAY-MOTOR EQUIP.REP	163,243	0	163,243	31,264.08	.00	131,978.92	19.2%
14261 51103 PAY-MOTOR EQUIP.MAI	48,797	0	48,797	14,022.00	.00	34,775.00	28.7%
14261 51105 PAY-EVT MECHANIC	69,802	0	69,802	20,058.00	.00	49,744.00	28.7%
14261 51106 PAY-POLICE FLEET ME	52,806	0	52,806	15,174.00	.00	37,632.00	28.7%
14261 51300 PAY-OVERTIME	20,000	0	20,000	12,820.04	.00	7,179.96	64.1%
14261 51400 PAY-LONGEVITY	1,750	0	1,750	1,250.00	.00	500.00	71.4%
14261 51830 PAY-CLOTHING/TOOL A	2,000	0	2,000	1,125.00	.00	875.00	56.3%

2 EXPENSES

14262 52410 R & M - VEHICLES	70,000	11,213	81,213	10,545.97	41,133.12	29,533.76	63.6%
14262 52420 R & M - OTHER	5,000	482	5,482	481.68	2,260.52	2,739.48	50.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS 0010	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
14262 53100	TOWING SERVICES	2,000	188	2,188	1,702.16	246.41	239.80	89.0%
14262 54800	MOTOR VEHICLE FUEL	30,000	0	30,000	14,175.68	.00	15,824.32	47.3%
14262 54830	SUPPLIES - MOTOR VE	26,000	574	26,574	1,582.99	11,115.75	13,875.55	47.8%
14262 55835	TOOL REIMBURSEMENT	2,500	0	2,500	1,500.00	.00	1,000.00	60.0%

4300 DPW-TRASH COLLECTION

1 PERSONAL SERVICES

14301 51101	PAY-P.W. FOREMAN	59,779	0	59,779	18,048.65	.00	41,730.35	30.2%
14301 51102	PAY-HEAVY MOTOR EQU	390,376	0	390,376	102,469.32	.00	287,906.68	26.2%
14301 51103	PAY-LABORER	250,218	0	250,218	70,479.36	.00	179,738.64	28.2%
14301 51106	PAY-WASTE/RECYCLE C	59,749	-10,000	49,749	3,727.63	.00	46,021.37	7.5%
14301 51300	PAY-OVERTIME	45,000	0	45,000	15,594.10	.00	29,405.90	34.7%
14301 51400	PAY-LONGEVITY	1,850	0	1,850	850.00	.00	1,000.00	45.9%
14301 51830	PAY-CLOTHING ALLOWA	3,450	0	3,450	2,850.00	.00	600.00	82.6%

2 EXPENSES

14302 52410	R & M - VEHICLES	68,000	57,496	125,496	19,532.55	75,956.21	30,007.44	76.1%
14302 52700	EQUIPMENT/BLDG. REN	2,925	1,175	4,100	1,355.00	1,980.00	765.00	81.3%
14302 52900	LANDFILL DISPOSAL C	720,000	117,591	837,591	177,955.33	659,635.72	.00	100.0%
14302 52901	HAZARDOUS WASTE COL	7,500	17,743	25,243	14,662.12	3,080.50	7,500.00	70.3%
14302 52902	RECYCLING CONTRACT	90,000	38,635	128,635	38,634.99	90,000.00	.00	100.0%
14302 53100	OTHER SERVICES	240,000	47,556	287,556	30,085.24	213,276.81	44,193.68	84.6%
14302 54800	MOTOR VEHICLE FUEL	65,000	0	65,000	22,305.49	.00	42,694.51	34.3%
14302 54900	SUPPLIES-SMALL TOOL	7,000	0	7,000	376.24	773.50	5,850.26	16.4%
14302 55830	CLOTHING REIMBURSEM	500	45	545	45.00	.00	500.00	8.3%

4800 MUNIC. PARKING FACILITIES

1 PERSONAL SERVICES

14801 51101	PAY-PARKING CONTROL	94,231	0	94,231	26,499.04	.00	67,731.96	28.1%
14801 51830	PAY-CLOTHING ALLOWA	400	0	400	200.00	.00	200.00	50.0%

2 EXPENSES

14802 52100	ENERGY-DWIGHT	18,000	8,671	26,671	12,086.83	3,415.54	11,168.91	58.1%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS 0010	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
14802 52101	ENERGY-SUFFOLK	15,000	4,921	19,921	7,345.02	2,564.95	10,010.65	49.7%
14802 52300	WATER/SEWER-DWIGHT	350	83	433	172.43	.00	260.91	39.8%
14802 52500	R & M - DWIGHT	15,000	1,625	16,625	1,772.99	5,803.01	9,049.00	45.6%
14802 52501	R & M - SUFFOLK	5,000	277	5,277	306.69	643.50	4,326.81	18.0%
14802 52506	R & M - STREET	8,000	152	8,152	302.31	325.00	7,524.49	7.7%
14802 54220	SUPPLIES-DWIGHT	1,500	253	1,753	214.38	1,039.00	500.00	71.5%

5 REVENUES

14805 42436	PARKING-TRANSIT-STR	-30,000	0	-30,000	-421.90	.00	-29,578.10	1.4%*
14805 42440	PARKING-MONTHLY-DWI	-120,000	0	-120,000	-18,360.00	.00	-101,640.00	15.3%*
14805 42441	PARKING-MONTHLY-SUF	-35,000	0	-35,000	-51,259.25	.00	16,259.25	146.5%
14805 42442	PARKING-MONTHLY-LOT	-14,000	0	-14,000	.00	.00	-14,000.00	.0%*

5100 BOARD OF HEALTH

1 PERSONAL SERVICES

15101 51101	PAY-HEALTH DIRECTOR	78,000	0	78,000	22,500.00	.00	55,500.00	28.8%
15101 51103	PAY-SANITARIAN II	129,392	-9,820	119,572	27,370.86	.00	92,201.40	22.9%
15101 51104	PAY-PUBLIC HEALTH N	69,025	0	69,025	19,911.08	.00	49,113.92	28.8%
15101 51105	PAY-HEAD CLERK	44,176	0	44,176	12,742.88	.00	31,433.12	28.8%
15101 51107	PAY-SANITARIAN III	68,216	0	68,216	19,715.85	.00	48,500.15	28.9%
15101 51109	PAY-SANITARIAN I	49,415	0	49,415	13,863.08	.00	35,551.92	28.1%
15101 51111	PAY-FLOATING PRINCI	40,425	0	40,425	11,016.70	.00	29,408.30	27.3%
15101 51201	PAY-BOARD MEMBERS	3,650	0	3,650	666.64	.00	2,983.36	18.3%
15101 51202	PAY-ANIMAL INSPECTO	50,000	0	50,000	14,423.10	.00	35,576.90	28.8%
15101 51203	PAY-SUBSTITUTE NURS	2,000	0	2,000	.00	.00	2,000.00	.0%
15101 51300	PAY-OVERTIME	4,000	0	4,000	1,497.90	.00	2,502.10	37.4%
15101 51400	PAY-LONGEVITY	2,550	0	2,550	2,550.00	.00	.00	100.0%
15101 51530	PAY-FAMILY & MEDICA	0	9,820	9,820	9,819.74	.00	.00	100.0%
15101 51830	PAY-CLOTHING ALLOWA	875	0	875	700.00	.00	175.00	80.0%
15101 51850	PAY-AUTO ALLOWANCE	14,100	0	14,100	5,170.00	.00	8,930.00	36.7%

2 EXPENSES

15102 52400	R & M - OFFICE EQUI	450	0	450	299.99	.00	150.01	66.7%
15102 53010	PROF. HEALTH SERVIC	10,000	0	10,000	6,875.00	1,255.00	1,870.00	81.3%
15102 53015	SHARPS KIOSK SERVIC	3,420	0	3,420	3,420.00	.00	.00	100.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15102 53020 TEEN PREGNANCY PREV	4,000	0	4,000	.00	.00	4,000.00	.0%
15102 53026 WELLNESS	1,500	0	1,500	200.00	.00	1,300.00	13.3%
15102 53030 PRINT/BIND/MICROFIL	750	0	750	.00	.00	750.00	.0%
15102 53100 PERMITTING SOFTWARE	0	13,260	13,260	12,460.00	800.00	.00	100.0%
15102 53101 COMMUNICABLE DISEAS	4,000	0	4,000	.00	.00	4,000.00	.0%
15102 53102 VACANT BLDGS.-BOARD	5,000	0	5,000	.00	.00	5,000.00	.0%
15102 53103 ANIMAL CONTROL SERV	175,000	0	175,000	173,478.00	.00	1,522.00	99.1%
15102 53190 EDUCATION & TRAININ	4,000	0	4,000	2,845.00	465.00	690.00	82.8%
15102 53410 TELEPHONE USAGE CHA	3,500	8	3,508	-148.17	7.58	3,648.17	-4.0%
15102 54200 OFFICE & PROF. SUPP	3,000	0	3,000	209.33	958.20	1,832.47	38.9%
15102 54220 SUPPLIES - OTHER	4,500	0	4,500	1,161.22	2,279.87	1,058.91	76.5%
15102 54221 SUPPLIES - EMERGENC	3,500	0	3,500	69.80	.00	3,430.20	2.0%
15102 54800 MOTOR VEHICLE FUEL	2,820	0	2,820	.00	.00	2,820.00	.0%
15102 57009 CLOTHING EXPENSE	1,000	0	1,000	.00	.00	1,000.00	.0%
15102 57100 IN-STATE TRAVEL	1,200	0	1,200	178.79	99.56	921.65	23.2%
15102 57300 DUES & SUBSCRIPTION	75	0	75	.00	.00	75.00	.0%
15102 57400 MALPRACTICE INSURAN	231	0	231	.00	.00	231.00	.0%

3 CAPITAL OUTLAY

15103 58000 CAP. OUTLAY-MOTOR V	0	19,866	19,866	.00	19,866.34	.00	100.0%
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5 REVENUES

15105 43250 FEE-SEPTIC SYSTEMS	0	0	0	-850.00	.00	850.00	100.0%
15105 43341 FEE-MA RENT VOUCH I	0	0	0	-1,575.00	.00	1,575.00	100.0%
15105 44160 L & P-FOOD & EATERI	-50,000	0	-50,000	-32,945.00	.00	-17,055.00	65.9%*
15105 44180 L & P-WELL/SEPTIC	0	0	0	-100.00	.00	100.00	100.0%
15105 44190 L & P-FUNERAL/BURIA	-3,500	0	-3,500	-1,980.00	.00	-1,520.00	56.6%*

5410 COUNCIL ON AGING

1 PERSONAL SERVICES

15411 51101 PAY-EXECUTIVE DIREC	75,000	0	75,000	21,634.65	.00	53,365.35	28.8%
15411 51102 PAY-NUTRITIONAL DIR	45,500	0	45,500	13,125.00	.00	32,375.00	28.8%
15411 51103 PAY-ASSISTANT DIREC	27,500	0	27,500	12,692.28	.00	14,807.72	46.2%
15411 51104 PAY-UTILITY PERSON	68,640	0	68,640	16,099.25	.00	52,540.75	23.5%
15411 51105 PAY-VOLUNTEER COORD	133,366	0	133,366	37,966.95	.00	95,399.05	28.5%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15411 51202 PAY-HEALTH SERVICES	72,632	0	72,632	20,951.48	.00	51,680.52	28.8%
15411 51203 PAY-DRIVER	65,520	0	65,520	12,963.00	.00	52,557.00	19.8%
15411 51300 PAY-OVERTIME	0	0	0	412.50	.00	-412.50	100.0%*
15411 51400 PAY-LONGEVITY	2,575	0	2,575	500.00	.00	2,075.00	19.4%
15411 51500 PAY-VACATION BUYBAC	0	0	0	128.34	.00	-128.34	100.0%*
15411 51510 PAY-SICK LEAVE BUYB	0	0	0	226.08	.00	-226.08	100.0%*

2 EXPENSES

15412 52100 ENERGY-GAS/OIL/ELEC	52,500	6,128	58,628	19,561.99	39,066.35	.00	100.0%
15412 52300 WATER & SEWER	2,200	1,231	3,431	471.14	.00	2,959.77	13.7%
15412 52400 R & M - EQUIPMENT	3,000	54	3,054	1,155.80	328.38	1,569.92	48.6%
15412 52500 R & M - BLDGS. & GR	4,900	0	4,900	4,676.00	224.00	.00	100.0%
15412 53010 PROFESSIONAL SERVIC	8,000	0	8,000	3,600.00	4,380.00	20.00	99.8%
15412 53190 EDUCATION & TRAININ	125	0	125	.00	.00	125.00	.0%
15412 54000 SUPPLIES - BLDGS. &	1,200	0	1,200	.00	.00	1,200.00	.0%
15412 54200 OFFICE & PROF. SUPP	1,200	0	1,200	191.83	908.17	100.00	91.7%
15412 54220 SUPPLIES - OTHER	5,800	601	6,401	2,242.66	4,131.44	26.42	99.6%
15412 54800 MOTOR VEHICLE FUEL	4,000	806	4,806	582.76	.00	4,222.75	12.1%
15412 57009 CLOTHING EXPENSE	750	0	750	.00	.00	750.00	.0%
15412 57100 IN-STATE TRAVEL	150	65	215	114.76	32.01	68.47	68.2%
15412 57300 DUES & SUBSCRIPTION	1,838	0	1,838	.00	.00	1,838.00	.0%

5430 VETERANS SERVICES

1 PERSONAL SERVICES

15431 51101 PAY-COMMISSIONER	75,000	0	75,000	21,634.65	.00	53,365.35	28.8%
15431 51103 PAY-INVESTIGATOR	39,358	0	39,358	11,279.55	.00	28,078.45	28.7%
15431 51105 PAY- NATIONAL SERVI	53,095	0	53,095	15,315.90	.00	37,779.10	28.8%
15431 51300 PAY-OVERTIME	0	0	0	1,611.37	.00	-1,611.37	100.0%*
15431 51400 PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%
15431 51510 PAY-SICK LEAVE BUYB	5,000	0	5,000	.00	.00	5,000.00	.0%

2 EXPENSES

15432 53190 EDUCATION & TRAININ	1,500	0	1,500	.00	.00	1,500.00	.0%
15432 54200 OFFICE & PROF. SUPP	2,500	313	2,813	91.17	400.00	2,321.33	17.5%
15432 57100 IN-STATE TRAVEL	1,000	0	1,000	.00	.00	1,000.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS 0010	FOR: GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
15432 57300	DUES & SUBSCRIPTION	750	0	750	150.00	.00	600.00	20.0%
15432 57600	VETERANS PATRIOTIC	2,500	0	2,500	60.00	444.75	1,995.25	20.2%
15432 57700	VET. BENEFITS - DIR	240,000	0	240,000	64,929.26	.00	175,070.74	27.1%

6100 PUBLIC LIBRARY

1 PERSONAL SERVICES

16101 51101	PAY-DIRECTOR	66,418	0	66,418	19,012.72	.00	47,405.28	28.6%
16101 51102	PAY-REFERENCE LIB.	76,876	0	76,876	27,395.84	.00	49,480.16	35.6%
16101 51103	PAY-REFERENCE LIBRA	66,484	0	66,484	12,567.90	.00	53,916.10	18.9%
16101 51104	PAY-CHILDREN'S LIBR	127,993	0	127,993	36,390.67	.00	91,602.33	28.4%
16101 51105	PAY-CATALOGUER	37,822	0	37,822	10,821.70	.00	27,000.30	28.6%
16101 51108	PAY-CUSTODIAN	59,739	0	59,739	17,135.81	.00	42,603.19	28.7%
16101 51109	PAY-ARCHIVIST	42,233	0	42,233	12,089.48	.00	30,143.52	28.6%
16101 51111	PAY-LIBRARY ASSIST.	20,078	0	20,078	.00	.00	20,078.00	.0%
16101 51112	PAY-FINANCIAL MANAG	0	24,359	24,359	.00	.00	24,359.00	.0%
16101 51113	PAY-ASSISTANT DIREC	49,903	0	49,903	14,285.18	.00	35,617.82	28.6%
16101 51114	PAY-COMPUTER COORDI	66,063	0	66,063	17,513.11	.00	48,549.89	26.5%
16101 51115	PAY-COLLECTION DEV	41,387	0	41,387	11,847.23	.00	29,539.77	28.6%
16101 51400	PAY-LONGEVITY	6,000	0	6,000	2,275.00	.00	3,725.00	37.9%
16101 51500	PAY-VACATION BUYBAC	0	0	0	3,686.30	.00	-3,686.30	100.0%*
16101 51510	PAY-SICK LEAVE BUYB	0	0	0	2,181.30	.00	-2,181.30	100.0%*

2 EXPENSES

16102 52100	ENERGY-GAS/OIL/ELEC	79,000	-24,359	54,641	51,208.83	.00	3,432.17	93.7%
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6300 RECREATION

1 PERSONAL SERVICES

16301 51101	PAY-RECREATION DIRE	71,761	0	71,761	20,700.30	.00	51,060.70	28.8%
16301 51103	PAY-RECREATION COOR	55,000	0	55,000	15,865.35	.00	39,134.65	28.8%
16301 51104	PAY-HEAD ADMINISTRA	45,568	0	45,568	13,036.87	.00	32,531.13	28.6%
16301 51240	PAY - TEMPORARY/SEA	110,000	0	110,000	46,796.50	.00	63,203.50	42.5%

2 EXPENSES

16302 52420	R & M - RECREATION	2,000	0	2,000	.00	.00	2,000.00	.0%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
16302 52701 EVENTS STAGING	8,000	0	8,000	5,000.00	.00	3,000.00	62.5%
16302 53010 OTHER CONTRACTED SE	1,000	0	1,000	.00	.00	1,000.00	.0%
16302 53030 PRINT/BIND/MICROFIL	500	0	500	.00	.00	500.00	.0%
16302 53161 SPEC.EVENT-SENIOR F	3,500	0	3,500	3,500.00	.00	.00	100.0%
16302 53164 SPORTS LEAGUES COST	8,000	0	8,000	3,357.00	3,530.00	1,113.00	86.1%
16302 53166 RECREATIONAL PROGRA	26,000	183	26,183	5,424.85	6,520.64	14,237.05	45.6%
16302 53190 EDUCATION & TRAININ	500	0	500	325.00	.00	175.00	65.0%
16302 53430 ADVERTISING	500	0	500	257.00	.00	243.00	51.4%
16302 54200 OFFICE & PROF. SUPP	1,500	0	1,500	436.68	.00	1,063.32	29.1%
16302 54220 SUPPLIES - OTHER	3,000	299	3,299	345.10	356.19	2,597.92	21.3%
16302 57100 IN-STATE TRAVEL	500	0	500	.00	244.97	255.03	49.0%
16302 57300 DUES & SUBSCRIPTION	300	0	300	.00	180.00	120.00	60.0%

6500 PARKS

1 PERSONAL SERVICES

16501 51106 PAY-HEAVY MOTOR EQU	97,593	0	97,593	14,028.00	.00	83,565.00	14.4%
16501 51109 PAY-PARKS MAINTENAN	314,725	0	314,725	102,009.60	.00	212,715.40	32.4%
16501 51110 PAY-PARKS MAINT.CRA	43,194	0	43,194	12,360.00	.00	30,834.00	28.6%
16501 51300 PAY-OVERTIME	5,000	0	5,000	8,325.50	.00	-3,325.50	166.5%*
16501 51400 PAY-LONGEVITY	3,525	0	3,525	3,275.00	.00	250.00	92.9%
16501 51830 PAY-CLOTHING ALLOWA	2,200	0	2,200	1,800.00	.00	400.00	81.8%

2 EXPENSES

16502 52100 ENERGY-GAS/OIL/ELEC	31,000	4,362	35,362	12,373.99	2,790.31	20,197.25	42.9%
16502 52300 WATER & SEWER	29,000	114	29,114	326.28	.00	28,787.64	1.1%
16502 52410 R & M - VEHICLES	18,000	2,333	20,333	8,135.72	8,006.36	4,191.30	79.4%
16502 52420 R & M - OTHER	15,000	1,176	16,176	2,549.04	3,477.31	10,149.91	37.3%
16502 52500 R & M - FIELDS	62,500	39,301	101,801	10,403.03	39,939.63	51,458.39	49.5%
16502 52518 R&M POOLS	10,000	1,033	11,033	4,598.96	1,628.55	4,805.81	56.4%
16502 53010 CONTRACT SERVICES	23,000	23,000	46,000	18,000.00	28,000.00	.00	100.0%
16502 54220 SUPPLIES - OTHER	4,000	176	4,176	456.36	1,662.12	2,057.22	50.7%
16502 55830 CLOTHING CONTRACT	2,250	992	3,242	620.48	2,621.17	.00	100.0%

3 CAPITAL OUTLAY

16503 58002 CAP.OUTLAY-MOTOR VE	0	117,542	117,542	117,541.56	.00	.00	100.0%
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REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL

6910 MUSEUMS & MONUMENTS

1 PERSONAL SERVICES

16911 51101	PAY-DIRECTOR	63,000	0	63,000	18,173.10	.00	44,826.90	28.8%
16911 51103	PAY-CITY HISTORIAN	55,000	0	55,000	15,865.35	.00	39,134.65	28.8%
16911 51104	PAY-ENTERPRISE COOR	26,860	0	26,860	7,884.96	.00	18,975.04	29.4%
16911 51106	PAY-OFFICE ASSISTAN	31,230	0	31,230	8,674.62	.00	22,555.38	27.8%
16911 51400	PAY-LONGEVITY	900	0	900	.00	.00	900.00	.0%
16911 51510	PAY-SICK LEAVE BUYB	1,200	0	1,200	.00	.00	1,200.00	.0%

2 EXPENSES

16912 52100	ENERGY-GAS/OIL/ELEC	20,552	8,225	28,777	17,613.82	10,611.22	552.00	98.1%
16912 52300	WATER & SEWER	1,900	730	2,630	211.79	2,017.59	400.20	84.8%
16912 52420	R & M - OTHER	15,000	1,687	16,687	5,148.24	5,790.24	5,748.16	65.6%
16912 53009	CONTRACTED SERVICES	5,000	0	5,000	.00	158.00	4,842.00	3.2%
16912 53030	PRINT/BIND/MICROFIL	700	204	904	482.00	45.88	376.12	58.4%
16912 53190	EDUCATION & TRAININ	1,000	0	1,000	.00	.00	1,000.00	.0%
16912 53420	POSTAGE	100	0	100	.00	.00	100.00	.0%
16912 53430	ADVERTISING	1,000	0	1,000	125.00	.00	875.00	12.5%
16912 54200	OFFICE & PROF. SUPP	800	0	800	176.66	.00	623.34	22.1%
16912 54220	SUPPLIES - OTHER	800	0	800	70.74	139.43	589.83	26.3%
16912 57100	IN-STATE TRAVEL	150	0	150	.00	.00	150.00	.0%
16912 57300	DUES & SUBSCRIPTION	700	0	700	.00	.00	700.00	.0%
16912 57400	INSURANCE	3,410	0	3,410	3,410.00	.00	.00	100.0%

6930 WAR MEMORIAL COMMISSION

1 PERSONAL SERVICES

16931 51101	PAY-SR. BUILDING CU	41,308	0	41,308	11,915.70	.00	29,392.30	28.8%
16931 51102	PAY-BUILDING CUSTOD	40,289	0	40,289	11,621.85	.00	28,667.15	28.8%
16931 51300	PAY-OVERTIME	6,000	0	6,000	1,685.17	.00	4,314.83	28.1%
16931 51400	PAY-LONGEVITY	800	0	800	.00	.00	800.00	.0%
16931 51830	CLOTHING ALLOWANCE	350	0	350	350.00	.00	.00	100.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2 EXPENSES								
16932 52100	ENERGY-GAS/OIL/ELEC	32,131	9,238	41,369	10,733.21	3,343.16	27,292.64	34.0%
16932 52300	WATER & SEWER	0	1,028	1,028	393.19	108.59	526.22	48.8%
16932 52500	R & M - BLDGS. & GR	16,000	2,646	18,646	3,349.07	4,534.91	10,762.43	42.3%
3 CAPITAL OUTLAY								
16933 58001	CAP.OUT.-BLDG.IMPRO	0	100,000	100,000	2,360.00	7,080.00	90,560.00	9.4%
6940 EXHIBIT HALL COMMISSION								
2 EXPENSES								
16942 52100	ENERGY-GAS/OIL/ELEC	38,245	13,068	51,313	21,102.37	6,844.50	23,366.49	54.5%
16942 52300	WATER & SEWER	300	83	383	171.91	.00	211.51	44.8%
16942 52500	R & M - BLDGS. & GR	14,500	2,162	16,662	5,045.62	3,168.23	8,448.48	49.3%
7100 LONG TERM DEBT SERVICE								
4 DEBT SERVICE								
17104 59137	PRINC.-LT DEBT-PUBL	755,957	0	755,957	451,000.00	.00	304,957.00	59.7%
17104 59138	PRINC.-LT DEBT-CITY	2,639,000	0	2,639,000	2,054,000.00	.00	585,000.00	77.8%
17104 59160	PRINCIPAL-WATER	0	0	0	.00	.00	.00	.0%
17104 59237	INT.-LT DEBT-PUBLIC	271,982	0	271,982	124,253.00	.00	147,729.00	45.7%
17104 59238	INT.-LT DEBT-CITY	877,119	0	877,119	462,285.00	.00	414,834.00	52.7%
17104 59260	INTEREST-WATER	0	0	0	-26,517.95	.00	26,517.95	100.0%
7520 SHORT TERM DEBT SERVICE								
4 DEBT SERVICE								
17524 59290	INTEREST-SHORT TERM	150,000	0	150,000	.00	.00	150,000.00	.0%

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
0010 GENERAL FUND	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	

8200 STATE/COUNTY ASSESSMENTS

2 EXPENSES

18202 56350	STATE-RET.TEACH.HEA	0	0	0	1,322,860.00	.00	-1,322,860.00	100.0%*
18202 56360	STATE-AIR POLLUTION	0	0	0	3,060.00	.00	-3,060.00	100.0%*
18202 56370	STATE-RMV NON-RENEW	0	0	0	21,000.00	.00	-21,000.00	100.0%*
18202 56400	STATE-REGION.TRANSI	0	0	0	373,188.00	.00	-373,188.00	100.0%*
18202 56510	STATE-SPECIAL EDUCA	0	0	0	28,468.00	.00	-28,468.00	100.0%*
18202 56511	STATE-SCHOOL CHOICE	0	0	0	1,030,609.00	.00	-1,030,609.00	100.0%*
18202 56513	STATE-CHARTER SCHOO	0	0	0	4,240,009.00	.00	-4,240,009.00	100.0%*
18202 56514	STATE-CHARTER SCHOO	0	0	0	264,300.00	.00	-264,300.00	100.0%*

9110 OTHER-RETIREMENT CONTRIB.

1 PERSONAL SERVICES

19111 51999	RETIREMENT CONTRIBU	12,648,883	0	12,648,883	2,108,147.16	10,540,735.84	.00	100.0%
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9120 OTHER-WORKERS COMP.

1 PERSONAL SERVICES

19121 51999	WORKERS COMPENSATIO	190,000	19,956	209,956	96,728.85	19,660.89	93,566.09	55.4%
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9130 OTHER-UNEMPLOYMENT COMP.

1 PERSONAL SERVICES

19131 51999	UNEMPLOYMENT COMPEN	50,000	7,912	57,912	39,351.73	6,910.00	11,650.10	79.9%
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9140 OTHER-HEALTH INSUR.(32B)

1 PERSONAL SERVICES

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
19141 51999 HEALTH INSURANCE	11,895,345	32,215	11,927,560	1,208,322.12	24,776.50	10,694,461.22	10.3%	
9150 OTHER-LIFE INSURANCE								
1 PERSONAL SERVICES								
19151 51999 LIFE INSURANCE	90,000	0	90,000	24,022.26	16,426.94	49,550.80	44.9%	
9160 OTHER-F.I.C.A.-M.								
1 PERSONAL SERVICES								
19161 51999 F.I.C.A.-MEDICARE	1,300,000	0	1,300,000	412,472.30	.00	887,527.70	31.7%	
9190 OTHER-POL./FIRE INDEM.								
1 PERSONAL SERVICES								
19191 51999 POL./FIRE INDEMNIFI	80,000	17,445	97,445	21,518.41	.00	75,926.72	22.1%	
9200 OTHER-TRAVEL								
2 EXPENSES								
19202 57200 OUT-OF-STATE TRAVEL	3,000	0	3,000	.00	3,145.62	-145.62	104.9%*	
9400 OTHER-PROP./LIAB. INSUR.								
2 EXPENSES								
19402 57400 CITY PROP/LIAB INSU	660,000	0	660,000	758,122.00	.00	-98,122.00	114.9%*	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
19402 57408 SHORT TERM DISABILI	35,000	0	35,000	15,797.24	7,898.62	11,304.14	67.7%	
9410 OTHER-LEGAL CLAIMS/JUDG'T								
2 EXPENSES								
19412 57630 CLAIMS - GENERAL	25,000	138,486	163,486	64,880.00	.00	98,605.91	39.7%	
19412 57640 MED.CLAIMS-P & F	200,000	984	200,984	45,568.33	15,662.52	139,753.13	30.5%	
9420 INCOME REPLACEMENT BUYBACKS								
1 PERSONAL SERVICES								
19421 51950 IRP LEAVE TIME BUYB	110,000	0	110,000	72,746.60	.00	37,253.40	66.1%	
9440 CANNABIS IMPACT								
1 PERSONAL SERVICES								
19441 51001 PAY-MARKETING MANAG	0	0	0	2,700.00	.00	-2,700.00	100.0%*	
19441 51109 PAY-PLANNER II	0	16,714	16,714	.00	.00	16,714.23	.0%	
2 EXPENSES								
19442 53004 OPED PUBLIC ART/COM	0	22,222	22,222	22,222.22	.00	.00	100.0%	
19442 53005 OPED LEGAL SERVICES	0	66,964	66,964	17,267.35	49,696.65	.00	100.0%	
19442 53006 OPED MUN. SUPPORT M	0	150,000	150,000	.00	.00	150,000.00	.0%	
19442 53009 SUBSTANCE ABUSE	0	100,000	100,000	18,057.31	77,442.69	4,500.00	95.5%	
19442 53010 BOH CANNABIS INSPEC	0	75,000	75,000	.00	.00	75,000.00	.0%	
19442 53018 OPED MARKETING	0	70,000	70,000	18,210.65	49,089.35	2,700.00	96.1%	
19442 54880 FIRE-CARBON DIOXIDE	0	1,491	1,491	.00	.00	1,490.95	.0%	
3 CAPITAL OUTLAY								
19443 58001 DPW MAIN STREET SAF	0	202,000	202,000	9,231.62	5,768.38	187,000.00	7.4%	

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04								
ACCOUNTS FOR: 0010 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
19443 58002 DPW RACE STREET IMP	0	399,000	399,000	540.35	33,959.65	364,500.00	8.6%	
TOTAL GENERAL FUND	-25,176,756	14,426,500	-10,750,256	-6,634,919.23	15,185,004.78	-19,300,341.80	-79.5%	
TOTAL REVENUES	-188,926,584	0	-188,926,584	-57,912,927.23	.00	-131,013,656.77		
TOTAL EXPENSES	163,749,828	14,426,500	178,176,328	51,278,008.00	15,185,004.78	111,713,314.97		

REVENUE, EXPENSES AND FUND BALANCE

FOR 2024 04							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL

GRAND TOTAL	-25,176,756	14,426,500	-10,750,256	-6,634,919.23	15,185,004.78	-19,300,341.80	-79.5%
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** END OF REPORT - Generated by Tanya wdowiak **

Special Permit Application

Under the City of Holyoke Zoning Ordinance Section 9.3

ORIGINAL

Proposed Motor Vehicle Repair Garage

Project Location:

37 Appleton Street
Holyoke, Massachusetts 01040
(Parcel ID: 036-01-002)

Submitted To:

City of Holyoke City Council
536 Dwight Street, Room 10
Holyoke, Massachusetts 01040

Applicant:

LN Berneche, Inc.
665 Prospect Street
Chicopee, Massachusetts 01020

Property Owner:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040

RLA Project File No. 240706

November 6, 2024

R LEVESQUE ASSOCIATES, INC.

A LAND PLANNING SERVICES COMPANY

40 School Street, Westfield, MA 01085

p 413.568.0985 · f 413.568.0986 · www.rlaland.com

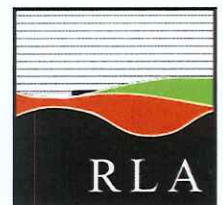


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2. ADMINISTRATIVE FORMS
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 - 2.2 COPY OF FILING FEE CHECK
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4. LOCUS MAP
5. DEED REFERENCE
6. ABUTTER LIST – 300'

LIST OF APPENDICES

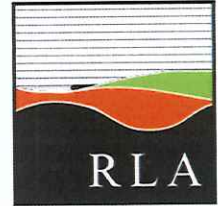
- APPENDIX A: SITE PLAN SET
- APPENDIX B: STORMWATER DRAINAGE REPORT
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I. COVER LETTER

R LEVESQUE ASSOCIATES, INC.

40 School Street, P.O. BOX 640, Westfield, MA 01085

p 413.568.0985 • f 413.568.0986 • www.rland.com



November 6, 2024

Tessa R. Murphy-Romboletti, President
City of Holyoke City Council
536 Dwight Street, Room 10
Holyoke, Massachusetts 01040

RE: Special Permit Application
Proposed Motor Vehicle Repair Garage
37 Appleton Street
Holyoke, Massachusetts 01040
(Parcel ID: 036-01-002)
RLA Project File No. 240706

Dear Council President Murphy-Romboletti and Councilors:

On behalf of the applicant, LN Berneche, Inc., please find the requisite number of copies of a Special Permit application packet and supporting documentation for the proposed construction of a motor vehicle repair garage and associated site improvements to be located at the above-referenced property within the General Industry (IG) zoning district in Holyoke, Massachusetts.

Included within this submission package is the requisite filing fee. As required, a copy of these materials has been submitted electronically via email to the City of Holyoke City Council Staff.

We are requesting this application be placed on the Council's next available agenda for review. Should you have any questions or comments regarding this submission, please do not hesitate to contact our office at your earliest convenience.

Sincerely,
R LEVESQUE ASSOCIATES, INC.

Nina Fazio
Permitting Coordinator

A LAND PLANNING SERVICES COMPANY

2. ADMINISTRATIVE FORMS

- 2.1 CITY OF HOLYOKE CITY COUNCIL SPECIAL PERMIT APPLICATION
- 2.2 COPY OF FILING FEE CHECK



Date: 10/30/24

**CITY OF HOLYOKE CITY COUNCIL
SPECIAL PERMIT APPLICATION FOR**

7.2.13(a) Motor Vehicle Repair Garage

Name of Owner: 37 Appleton, LLC

Address: 18 Canal Street, Holyoke, MA 01040

Contact Name Charlie Hughes, President Address (if other) 18 Canal Street, Holyoke, MA 01040

Contact Phone (413) 322-7190 Fax # _____

=====

Name of Applicant: LN Berneche, Inc.

(if different from owner)

Address: 665 Prospect Street, Chicopee, MA 01020

Phone: 413-536-2060 Fax # _____

=====

Name of Engineer/Surveyor/Sign Company: R Levesque Associates, Inc.

(if applicable)

Address: 40 School Street, Westfield, MA 01085 Phone 413-568-0985

Name of Project: Proposed Motor Vehicle Repair Garage

=====

Deed of Property Recorded in
Hampden County Registry of Deeds:

Book: 21613 Page: 494

Holyoke Assessor Map Reference:

Map 036 Block 01 Parcel 002

Property Address: 37 Appleton Street

=====

Pursuant to Chapter 40A of the General Laws of the Commonwealth of Massachusetts and the Holyoke Zoning Ordinance, application is hereby made to the Holyoke City Council to do the following: In accordance with Section 7.2.13(a) of the Holyoke Zoning Ordinance, the applicant respectfully requests a Special Permit from the City Council for a motor vehicle repair garage within the General Industry (IG) zoning district.

Will any other permits or variances be required? If so, please list and indicate if they have been applied for or obtained.

The applicant is concurrently seeking Major Site Plan Review/Special Permits from the Planning Board, a Stormwater Management Permit from the Department of Public Works, and an Order of Conditions from the Conservation Commission.

LEON N. BERNECHE

APPLICANT (please print)

[Signature]
SIGNATURE OF APPLICANT

CHARLES HUGHES

OWNER (or LEGAL COUNSEL)

[Signature]
SIGNATURE OF OWNER (or LEGAL COUNSEL)

39149

AMERICAN ENVIRONMENTAL, INC.

18 CANAL STREET
HOLYOKE, MA 01040

BERKSHIRE BANK
America's Most Exciting BankSM
53-7169/2118



10/30/2024

PAY TO THE
ORDER OF City of Holyoke

\$ **250.00

Two Hundred Fifty and 00/100 ***** DOLLARS

Security features. Details on back.



City of Holyoke
City Hall Annex
20 Korean Veterans Plaza
Holyoke, MA 01040



Margali

AUTHORIZED SIGNATURE

MEMO

City Council Special Permit Filing Fee

⑈039149⑈ ⑆211871691⑆ 832055219⑈

3. PROJECT NARRATIVE

PROJECT NARRATIVE TO SPECIAL PERMIT APPLICATION

For

PROPOSED MOTOR VEHICLE REPAIR GARAGE
37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
(PARCEL ID: 036-01-002)

INTRODUCTION

On behalf of the applicant, LN Berneche, Inc., R Levesque Associates, Inc. is providing this Project Narrative as a supplement to the Special Permit application. The applicant proposes the construction of a motor vehicle repair garage, with retail (showroom) and office space, and associated site improvements to be located at the above-referenced property within the General Industry (IG) zoning district in Holyoke, Massachusetts.

In accordance with Section 7.2.13(a) of the City of Holyoke Zoning Ordinance, the applicant is respectfully requesting a Special Permit from the City Council to allow for a motor vehicle repair garage within the General Industry (IG) zoning district.

The applicant has concurrently filed a Notice of Intent with the Conservation Commission, a Stormwater Permit Application with the Department of Public Works, and a Major Site Plan Review application and Special Permit(s) with the Planning Board.

PROPERTY DESCRIPTION

The subject property is located east of Appleton Street and north of North Canal Street and consists of approximately $4.33 \pm$ acres as shown on the corresponding site plan set. Said property is owned by 37 Appleton, LLC and is recorded under the Hampden County Registry of Deeds in Book 21613, Page 494. A copy of the deed reference is included within Section 5 of this application packet. According to the City of Holyoke's Assessor's Database, the project site is located within the General Industry (IG) zoning district and are not located in an overlay district. A Locus Map is included within Section 4 of this application packet.

EXISTING CONDITIONS & SURROUNDING LAND USES

The project site currently consists of degraded paved and gravel areas that are used to store various trailers. The entirety of the property has been historically developed with site

improvements. The terrain can be described as generally flat, with on-site elevations ranging from 80 to 82. Please refer to the existing conditions plan, Sheet EX-1, included within the associated site plan set for greater detail regarding the existing conditions.

The project site is bound to the southeast by North Canal Street, to the southwest by Appleton Street, and to the northwest and northeast by parcels within the General Industry (IG) zoning district. Please refer to the Locus Map included within Section 5 of this application packet for greater information regarding the surrounding zoning. Additionally, a Locus Map is included within the Title Sheet, T-1, of the accompanying plan set.

PROPOSED CONDITIONS & DETAILED PROJECT DESCRIPTION

The proposed project consists of the construction of a motor vehicle repair garage, with retail (showroom) and office space, with associated site improvements. Associated site improvements include, but are not limited to, access drives from North Canal Street, parking areas, installation of utilities including, water, electric, sanitary service, and telecommunication service connections, the construction of a stormwater management system, site grading, and landscaped areas.

The development schedule is directly tied to approval of the various applications currently before the City for consideration and could change based on length of time to obtain local permits. Construction will occur before the end of the 24 month / 2-year validity period for the requested local permits. The proposed project work will proceed in the following general development sequence assuming local approvals are secured by Spring/Summer 2025:

1. Installation of erosion control measures and temporary construction fencing along the approved limit of work (Spring 2025);
2. Demolition and removal of existing degraded site improvements (Spring 2025);
3. Clearing, grubbing, and excavation of the project site within the permitted limit of work (Summer 2025);
4. Rough site grading for the principal structure and stormwater management system (Summer 2025);
5. Installation of new underground utilities from existing utility connections within North Canal Street (Summer 2025);
6. Construction of a principal structure with 26,710 ± SF of gross floor area and 23,750 ± SF of building coverage (Summer 2025);
7. Construction of a stormwater management system (Fall 2025);
8. Final site grading, installation of curbing, and site landscaping (Fall 2025); and

9. Removal of erosion control measures and request for Certificate of Occupancy (Fall 2025).

This project will be completed in one phase. Please refer to the associated site plan set for an improvements plan depicting the proposed site improvements in greater detail.

STORMWATER MANAGEMENT

Please refer to the accompanying Stormwater Drainage Report and the associated site plan set for an Erosion Control Plan and Stormwater Management Plan which provide further information regarding the proposed Stormwater Management System and compliance with City of Holyoke Zoning Ordinance Section 10.1.8 Stormwater Management Design Criteria and Standards. In accordance with the City of Holyoke Stormwater Ordinance Section 2.01, a Stormwater Permit Application has been filed with the City of Holyoke Stormwater Authority concurrently.

PARKING & SITE CIRCULATION

The following parking requirements are taken from the Table of Off-Street Parking Standards within the City of Holyoke Zoning Ordinance Section 6.0:

PRINCIPAL USE	REQUIRED OFF-STREET PARKING SPACES
(C)(13) Motor vehicle general and body repair / (C)(14) Motor vehicle light service	4 spaces for every service bay/plus employees*
(C)(9) retail stores and services not elsewhere set forth	1 for each 300 SF of gross floor area
(C)(18) Business or professional office	1 for each 300 SF of gross floor area

**Where marked with an asterisk (*), space for employees shall be computed at the rate of 2 spaces for each 3 employees in the maximum working shift.*

Please refer to Sheet C-4 within the accompanying plan set for a parking calculation table.

Under these regulations, 59-75 parking spaces are required, depending on the definition of "service bay" which is undefined under the City of Holyoke Zoning Ordinance. The applicant has concurrently submitted a Special Permit for Parking Reduction to the Planning Board in the event one is needed. The site plan depicts 59 parking spaces, three (3) of which are handicap van accessible.

The site plan depicts two (2) 24' wide access drives along North Canal Street. In accordance with the City of Holyoke Driveway Standards, the applicant is seeking review

and approval from the City Engineer and Planning Director for the driveway width of a Major Commercial & Industrial project.

Eleven (11) "Employee only" parking spaces are designated within the southeast portion of the parking area. ADA and Handicap accessible parking spaces will be designated through pavement markings and pole-mounted signage. Additionally, six (6) parking spaces within the northeast will be equipped to be "EV ready".

Please refer to the associated site plan set, Sheet C-4, for greater detail parking and site circulation. Please refer to the associated site plan set for greater detail regarding internal traffic patterns.

UTILITIES

As part of this project, water, electric, and telecommunication service connections within North Canal Street are proposed. Utility connections will be coordinated with the utility provider and are subject to provider specifications. The applicant does not propose any gas connections to the project site. The applicant proposes the installation of an underground propane tank, for review and approval by the City of Holyoke Fire Department. The applicant does not plan on the installation of roof top solar; however, the roof will be prepped for roof top solar in accordance with building code.

Please refer to the associated site plan set for a Utility Plan.

LANDSCAPING & LIGHTING

On-site landscaping will be provided and will be in conformance with City of Holyoke Section 6.6. All plantings will be native plants and will be non-invasive. Plantings have been chosen based on their availability within the local area and the timing of installation. All plantings will be completed in accordance with the planting schedule, as approved by the Planning Board. The applicant does not propose the installation of an irrigation system for landscaped areas. Please refer to the associated site plan set for a Landscaping Plan.

On-site landscaping will be provided and will be in conformance with municipal requirements. All proposed lighting will be Dark Sky Compliant and can be dimmed or adjusted for seasonal variation. Please refer to the associated site plan set for a Photometric Plan and the attached lighting specifications.

SPECIAL PERMIT CRITERIA

The following information comes directly from the City of Holyoke Zoning Ordinance under Section 9.3 regarding Special Permit criteria for approval presented below in italic text, followed by an RLA response presented below in boldface text.

Special permits shall be granted by the special permit granting authority, unless otherwise specified herein, only upon its written determination that the benefit to the city and the neighborhood outweigh the adverse effects of the proposed use, taking into account the characteristics of the site and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this ordinance, the determination shall include consideration of each of the following:

1. Social, economic, or community needs which are served by the proposal;

RLA Response: The proposed motor vehicle repair garage will serve social economic, and community needs in Holyoke. The proposed project will be an economic gain for the community, as it will provide additional tax base revenue on a previously underutilized site and presents the opportunity for an expanded labor force, offering a wide variety of job types within the retail, office, and motor vehicle repair service center portions of the proposed building. The proposed project allows for the expansion of an existing local business, American Environmental, Inc., and allows them to retain their local business within the City of Holyoke, thereby fostering and enhancing the sense of community within the area.

2. Traffic flow and safety, including parking and loading;

RLA Response: The proposed project has been designed with traffic flow and safety in mind. The project site offers ample parking spaces to adequately meet the needs of the proposed business tenant (American Environmental, Inc.) and the requirements of the City of Holyoke Off-Street Parking standards (a Special Permit for Parking Reduction has been concurrently submitted to the Planning Board, should one be needed). Additionally, the proposed curb cuts have been strategically placed to best facilitate traffic flow in and out of the project site to North Canal Street. The parking areas and drive aisles have been designed to efficiently handle the maneuvering abilities of not only American Environmental, Inc. own fleet, but also large emergency vehicles.

3. Adequacy of utilities and other public services;

RLA Response: The project has been designed with adequate utilities and other public services for the efficient operation of the proposed motor vehicle repair garage. Water, sanitary sewer, and electric utility connections are proposed within North Canal Street. The applicant proposes an underground propane tank within the western portion of the subject property to provide fuel for the proposed building. All utility connections are subject to provider review and will be coordinated with the City of Holyoke Department of Public Works, Holyoke Gas & Electric, and the City of Holyoke Fire Department.

4. Neighborhood character and social structures;

RLA Response: The proposed motor vehicle repair garage has been designed to harmonize with the existing industrial character of the neighborhood, featuring a two-story, neutral toned structure that complements the surrounding two-story earth-toned and brick buildings. By echoing the architectural style and materials prevalent in the area, the garage will seamlessly integrate into the streetscape, enhancing the visual cohesion of the community. This design not only respects the historical context of the industrial landscape but also serves to reinforce the social structures inherent in the neighborhood

5. Impacts on the natural environment; and

RLA Response: The proposed project has been designed to create no adverse impacts on the natural environment, as the development of the proposed motor vehicle repair garage is located within an existing disturbed parcel. The project includes the incorporation of a subsurface stormwater management system that enhances water quality, prevents runoff, and mimics existing drainage patterns. The applicant has concurrently filed a Notice of Intent with the Conservation Commission for portions of the proposed site improvements that are within the buffer zone of the wall to Land Under Waterbodies and Water Ways (man-made Second Level Canal).

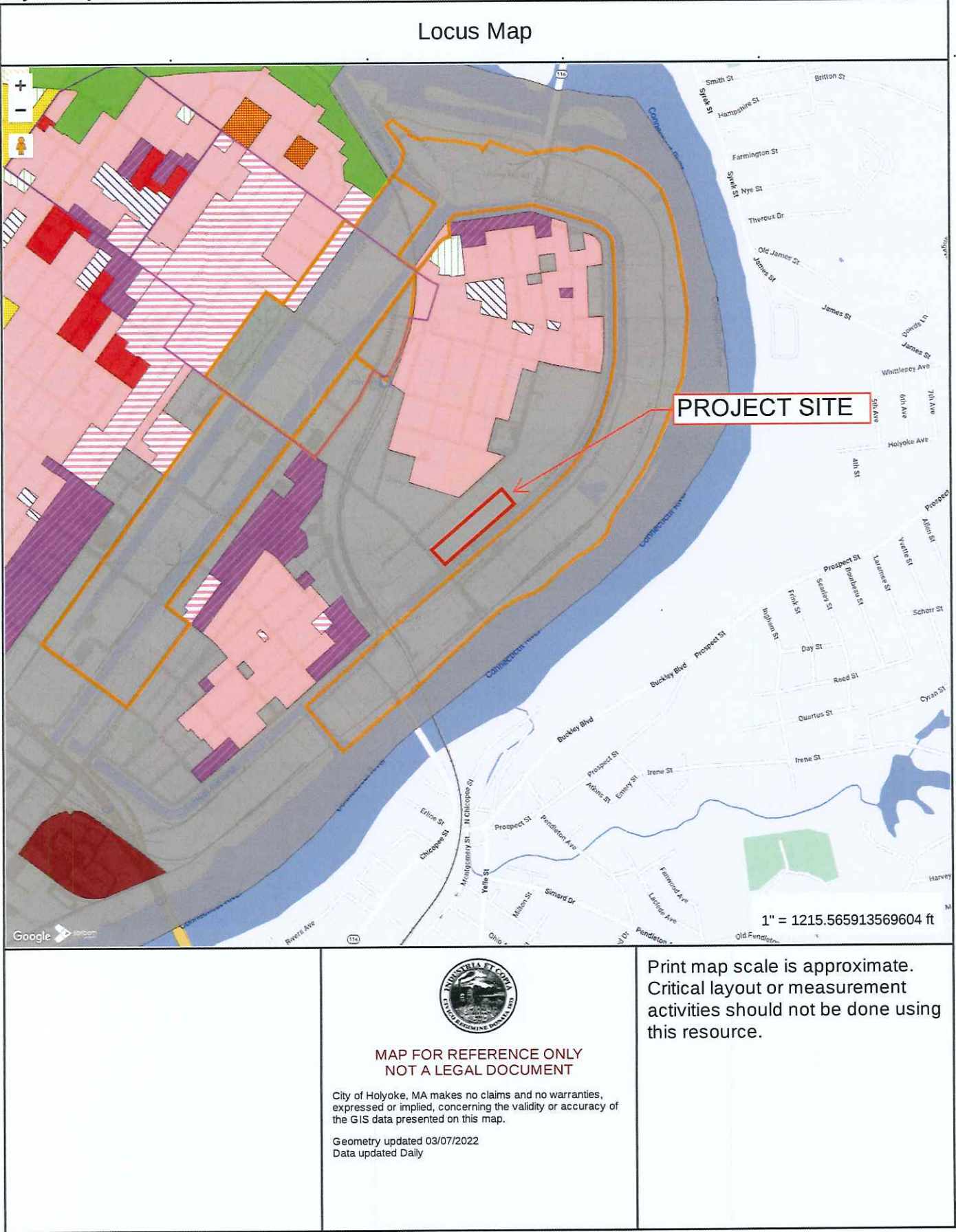
6. Potential fiscal impact, including impact on city services, tax base, and employment.

RLA Response: The proposed project will be an economic gain for the community, as it will provide additional tax base revenue on an existing, underutilized parcel and provides an opportunity for additional jobs within the community. The proposed

project is not anticipated to have a fiscal impact on City services as the project will not place excessive demands on existing infrastructure.

[END OF PROJECT NARRATIVE]

4. LOCUS MAP



Map Theme Legends

Zoning

Northampton Street Overlay District



Smart Growth Zoning Overlay District
(40R)



Downtown

Gateway

Arts and Industry Overlay District (AIOD)



WRPOD I (Interim Wellhead Protection)



Water Resource Protection Overlay
District

WRPOD II (Primary Recharge)



WRPOD III (Secondary Recharge)



Surface Supply Watershed
(Zone A, B, C)



Zoning

RA Agriculture and
Single-Family Residence



R-1 Single-Family Residence



R-1A Single-Family Residence



R-2 Two-Family Residence



RM-20 Multi-Family Residence
(20units/acre)



RM-40 Multi-Family Residence
(40units/acre)



RM-60 Multi-Family Residence
(60units/acre)



RO Multi-Family Residence
and Professional Office



BL Limited Business



BC Downtown Business



BG General Business



BH Highway Business



IG General Industry



IP Industrial Park



DR Downtown Residential



SC Shopping Center



WM Waste Management



5. DEED REFERENCE

B-21613
P-494
(LOCUS)

Bk 21613 Pg 494 #15511
03-24-2017 @ 11:54a

MASSACHUSETTS RELEASE DEED

HOLYOKE REDEVELOPMENT AUTHORITY ("Grantor"), a public body politic and corporate established under the laws of the Commonwealth of Massachusetts and having its usual place of business at 20 Korean Veterans Plaza, 4th floor, Holyoke, Hampden County, Massachusetts, for consideration paid, and in full consideration of ONE DOLLAR (\$1.00)

GRANTS to

37 APPLETON, LLC ("Grantee"), a Massachusetts corporation with an address of 18 Canal Street, Holyoke, Hampden County, Massachusetts,

The land with all the buildings, structures and fixtures now or hereafter thereon, situated in Holyoke, Hampden County, Massachusetts, bounded and described as follows:

Premises Address: 37 Appleton Street, Holyoke

Beginning at the intersection of the northeasterly side of Appleton Street with the northwesterly side of Canal Street and thence running

NORTH 49° 44' 31" EAST along said Canal Street, nine hundred forty three and 86/100 (943.86) feet to a point at other land now or formerly of Manfred Rosenkranz d/b/a Marox Company; thence running

NORTH 40° 15' 29" WEST along said other Marox land, now or formerly, two hundred (200) feet to a point; thence running

SOUTH 49° 44' 31" WEST along land now or formerly of Boston & Maine Corp., nine hundred forty three and 86/100 (943.86) feet to said Appleton Street; thence running

SOUTH 40° 16' 35" EAST along said Appleton Street, two hundred (200) feet to the point of beginning.

Containing 4.33 acres and being shown on a plan entitled "Plan of Land to be Conveyed to William H. Clausen City of Holyoke, Holyoke, Mass." drawn by Tighe & Bond, Inc. Consulting Engineers dated October 30, 1986, recorded with Hampden County Registry of Deeds Plan Book 244, Page 10.

Being the same premises acquired by the Grantor herein by Deed of the City of Holyoke, recorded in Hampden County Registry of Deeds Book 21613, Page 132.

The Grantee agrees for itself, and its successors and assigns, and every successor in interest to the Premises, or any part thereof, that the Grantee and such successors and assigns, shall:

- (a) Devote the Premises only to and in accordance with, the uses specified in the City of Holyoke's Urban Renewal Plan "Connect. Construct. Create. – A Plan for the Revitalization of Center City Holyoke" ("URP"), as amended by plan changes, so long as the URP remains in force and effect and applies to the Premises;
- (b) Not discriminate upon the basis of race, color, sex, creed or national origin in the sale, lease or rental, or in the use or occupancy of the Premises or any improvements erected or to be erected thereon, or any part thereof; and
- (c) Use the premises in accordance with any applicable zoning ordinance. The premises shall not be used as a transfer station, as that term is defined by the City of Holyoke Zoning Ordinance and/or regulations of the Massachusetts Department of Environmental Protection. Any storage, handling or disposal of any hazardous waste on site shall be in accordance with all applicable federal, state and local regulations.

These parcels are conveyed with the further understanding that: (i) development, including design plans and improvements to the Premises, must begin no later than six (6) months from the date of the Closing; (ii) such development shall be substantially completed within two (2) years after the date of Closing. Substantially completed shall mean that a Certificate(s) of Occupancy shall have been issued for redevelopment and reuse of the Premises; and (iii) Grantee commits to implement the workforce hiring commitment approved by the Grantor.

If the Grantee violates any term and/or condition of sale, Grantor reserves the right to record the Reverter Deed executed by the Grantee and held in escrow by Grantor pending satisfaction of the above restrictions, thereby conveying the property back to Grantor's ownership at no cost and for no consideration.

Any subsequent transfer or sale of the Premises shall be subject to the obligation to pay the Holyoke Redevelopment Authority, its successors and assigns, four percent (4%) of the incremental increase in the original gross sales price of the Premises upon each transfer or sale during the six (6) month period immediately following the transfer by Seller and thereafter two percent (2%) of the gross sales price of the Premises upon each subsequent sale or transfer. This condition shall not apply if the subsequent transfer or sale is to an entity that is 51% or more owned by the principal of the Grantee or to a subsequent transfer or sale for estate or tax planning purposes.

This Deed shall also be subject to all easements and restrictions of record, if any, lawfully existing in, upon or over said Property or appurtenant thereto.

Massachusetts General Laws, Chapter 44, Section 63A has been complied with.

Massachusetts General Laws Chapter 60, Section 77B has been complied with.

In witness whereof, the said Redevelopment Authority has caused its corporate seal to be hereto affixed and these presents to be signed, acknowledged and delivered in its name and behalf by Thomas Creed, its Chair, duly authorized this 24th day of March, 2017.

Holyoke Redevelopment Authority,

John A. Dyjach
Witness
John A. Dyjach

[Signature]
Thomas Creed, Chair

COMMONWEALTH OF MASSACHUSETTS

Hampden, ss

On this 24 day of March, 2017, before me, the undersigned Notary Public, personally appeared Thomas Creed, CHAIR HOLYOKE REDEVELOPMENT AUTHORITY and proved to me through satisfactory evidence of identification, which was in person to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily and for its stated purpose.

[Signature]
Notary Public
My Commission Expires:

 **CHRISTINE A. BROOKS**
Notary Public
Commonwealth of Massachusetts
My Commission Expires
December 21, 2023

DONALD E. ASHE, REGISTER
HAMPDEN COUNTY REGISTRY OF DEEDS

6. ABUTTER LIST – 300'

(SOURCE: CITY OF HOLYOKE ASSESSOR'S DATABASE)

APPENDIX A: SITE PLAN SET

SITE PLAN SET ENTITLED "PROPOSED MOTOR VEHICLE REPAIR GARAGE"

PREPARED FOR LN BERNECHE, INC.

PREPARED BY R LEVESQUE ASSOCIATES, INC.

DATED NOVEMBER 6, 2024

APPENDIX B: STORMWATER DRAINAGE REPORT

STORMWATER DRAINAGE REPORT

PREPARED FOR LN BERNECHE, INC.

PREPARED BY R LEVESQUE ASSOCIATES, INC.

DATED NOVEMBER 6, 2024

APPENDIX C: BUILDING ELEVATION PLAN

APPENDIX D: PROOF OF MASSDEP REGISTRATION



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 11 / 14 / 84

In accordance with Section 82-3 of the City Ordinance, specifically:

(c) In addition to the requirements of [M.G.L.] c. 40 § 57, every city board, department, authority, or commission issuing licenses or permits in the city shall certify with the Tax Collector and the Treasurer that all taxes, fees, and assessments are current, prior to issuing any license or permit, and that all tax agreements are being complied with.

Please bring this form to City Hall and obtain each signature as required below or mail the form to the Tax Collector's Office with a stamped, self-addressed envelope. Please do not submit a Business Certificate application to the City Clerk's Office prior to completing Form A.

I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

Current	Type
<u>✓</u>	Real Estate
<u>N/A</u>	Personal Property
<u>N/A</u>	Excise
<u>N/A</u>	Payment Plan

Comments:

Applicant:

Am 37 Appleton, LLC

Address:

18 Canal St.

Property Owner:

American Supplies & Rental, LLC

Respectfully,

Laura Wilson
Tax Collector
413.322.5530

Rory Casey
City Treasurer
413.322.5560

536 Dwight St Rm. 13. • HOLYOKE, MASSACHUSETTS 01040
PHONE: (413) 322-5530 • FAX: (413) 322-5531

Birthplace of Volleyball

10000000000069109998EQESCAI01062500002455000000245500VC00016120867

INVOICE		Customer Name		Page 1
Remit to:		37 APPLETON LLC		
PAY ONLINE AT MASSPAYS.COM/DEP		Customer Number	Invoice Number	Notice Date
DEPT. OF ENVIRON. PROTECTION		VC0001612086	INTF10863RT1X0017877	11-08-24
COMMONWEALTH MASTER LOCKBOX		E-Payment ID	AT DEPT BPRD	Due Date
P.O. Box 3982		0069109998	EQE:SCAI	01-06-25
BOSTON MA 02241-3982		Amount Due		Amount Enclosed
		\$2,455.00		

Bill to:

37 APPLETON LLC
ATTN: JOSE JULIO BERMEJO
18 CANAL ST
HOLYOKE MA 01040

Payment Method: Check ☐ Money Order ☐

☐ Please check if address has changed. Write correct address on back of stub and attach with payment

Please write Invoice No on front of check or Money Order. DO NOT MAIL CASH

Please detach the above stub and return with your remittance payable to COMMONWEALTH OF MASS OR ONLINE AT MASSPAYS.COM/DEP



Commonwealth of Massachusetts
DEPARTMENT OF ENVIRONMENTAL PROTECTION

ORIGINAL

Page : 1

Customer Name		Invoice Number	Notice Date	Due Date
37 APPLETON LLC		INTF10863RT1X0017877	11-08-24	01-06-25

Ref Line No.	DESCRIPTION	Invoice Date	No. of Units	Unit of Measure	Unit Price	Charges/Credit
1	Year Ending 06/17/2024 TIER II Fee	11-07-24				\$2,455.00

Credit Payments Applied		
Total Amount Due By 01-06-25		\$0.00
		\$2,455.00

THIS INVOICE RELATES TO RTN 1-0017877, 37 APPLETON STREET, 37 APPLETON STREET, HOLYOKE, MA

DEP RECORDS INDICATE THAT THE ABOVE REFERENCED ANNUAL COMPLIANCE ASSURANCE FEE(S) ARE APPLICABLE TO THIS SITE FOR THE BILLABLE YEARS INDICATED ABOVE. PAYMENT IS NOT AN ADMISSION OF LIABILITY PURSUANT TO C.21E SECTION 5. TO ENSURE PROPER CREDITING, PLEASE INCLUDE YOUR FEDERAL TAX IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER ON THE VERIFICATION FORM INCLUDED WITH THE ORIGINAL INVOICE. PLEASE CONTACT DEP FOR INFORMATION OR ASSISTANCE.

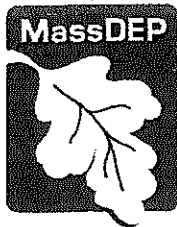
Instructions

NEW PAYMENTS CAN NOW BE MADE ONLINE. LOG ONTO THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION E-PAYMENTS WEB SITE AT [HTTPS://MASSPAYS.COM/DEP](https://masspays.com/dep)

THE ENCLOSED BILLING RIGHTS ARE PART OF THIS 1ST INVOICE ISSUED TO YOU PURSUANT TO M.G.L.C.21E. SEC 3B & 310 CMR 40.0000. YOU MUST EITHER REMIT FULL PAYMENT OR REQUEST A REVIEW BY THE DUE DATE PURSUANT TO 310 CMR 4.03 (8) AND THE ENCLOSED BILLING RIGHTS. NON-PAYMENT WILL RESULT IN INTEREST, LATE CHARGES, INTERCEPT OF STATE PAYMENTS OR TAX REFUNDS, AND REFERRAL TO DEBT COLLECTION UNDER C.7A, C.62D AND 815 CMR 9.00.

CONTACT: Bureau of Waste Site Cleanup

(508) 292-5545



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

100 Cambridge Street Suite 900 Boston, MA 02114 • 617-292-5500

Maura T. Healey
Governor

Kimberley Driscoll
Lieutenant Governor

Rebecca L. Tepper
Secretary

Bonnie Heiple
Commissioner

Dear Involved Party

Enclosed is an Annual Compliance Assurance Fee invoice issued by the Massachusetts Department of Environmental Protection (MassDEP) Bureau of Waste Site Cleanup for a site regulated under Massachusetts General Law Chapter 21E. MassDEP is committed to maintaining clean air, soil, and water, and the timely cleanup of hazardous waste sites and spills. Parties involved in assessment and cleanup activities are required to pay Annual Compliance Assurance Fees. These fees cover a portion of the cost to provide compliance assistance, conduct inspections, complete audits, and maintain public records for these sites and spills.

This invoice relates to a specific site where a release or threat of release of oil or hazardous materials has been identified. The Release Tracking Number (RTN) and site location are referenced in the lower left portion of the invoice, below the table showing the Invoice Charges and Total Amount Due.

Please take a few moments to review the following materials enclosed with this invoice. Most of this information is also available on MassDEP's website at the following address:

<http://www.mass.gov/lists/site-cleanup-fact-sheets#fees-and-payments->

- *Answers to the Most Common Questions about MassDEP Fees* – Provides answers to common fee questions.
- *Statement of Billing Rights* – How to request a review or hardship payment plan and, consequences of non-payment.
- *MCP Timelines & Fees Factsheet* – Explains the timeline associated with each report of a "release" or "threat of release" and how assessment or cleanup activities affect fees. Also explains the fee categories and rates.

Please arrange for **payment online at <https://masspays.com/DEP> with credit card or ACH** or remit payment with the invoice stub to: Commonwealth of Massachusetts, PO Box 3982, Boston MA 02241-3982. If there are questions regarding the enclosed invoice please contact customer assistance at (617) 292-5545. Questions concerning site cleanup should be addressed to your Licensed Site Professional. Thank you.

Sincerely,

Robert Lucci
Division of Technical & Financial Support
MassDEP Bureau of Waste Site Cleanup

270325

MassDEP – BUREAU OF WASTE SITE CLEANUP
STATEMENT OF BILLING RIGHTS AND CONSEQUENCES OF NONPAYMENT
FOR ANNUAL COMPLIANCE ASSURANCE FEES

Full payment of the enclosed invoice must be made within sixty (60) days of the original invoice date unless a Request for Review or a Request for a Hardship Payment Plan is submitted to the Department within that 60 day period.

REQUEST FOR REVIEW (310 CMR 4.03 (8)): The description on the enclosed invoice indicates the classification of your site in the MassDEP's records as of the annual status date. If you are not the person carrying out response actions at this site, or if you believe that there are any errors in this invoice, you may request a review on or before the invoice due date.

A Request for Review must be made *in writing* and include the following information:

- A. Your name and mailing address; site address; Release Tracking Number; site classification; invoice number; amount due and date due per this invoice;
- B. If you believe the site classification is incorrect, the site classification you believe to be appropriate, the reasons supporting your conclusion, and a check for the amount of the applicable fee; and or
- C. If you are not the person carrying out response actions at this site, the name and address of the person who is carrying out response actions at this site, if you know.

Requests for Review should be sent to: MassDEP Bureau of Waste Site Cleanup PO Box 3982 Boston MA 02241-3982. MassDEP will contact you. Payment based upon MassDEP's decision on your Request for Review shall be due within thirty (30) days from the date of the written decision.

REQUEST FOR HARDSHIP PAYMENT PLAN (310 CMR 4.03(6)): If you can demonstrate severe financial hardship and need to extend the time for making full payment of the compliance fee, you may submit a *written* Request for a Hardship Payment Plan. If your Request is received before the invoice due date, interest will not accrue pending MassDEP's decision. If your Request is received after the invoice becomes due, interest will begin to accrue on the due date.

A Request for a Hardship Payment Plan must include the following:

- A. Your name and mailing address; site address, Release Tracking Number; site classification; invoice number; amount due and date due per this invoice;
- B. A statement of the specific circumstances you believe constitute a *severe* financial hardship; and
- C. A proposed schedule for making payment, and the reasons you believe the proposed schedule to be appropriate.

Hardship Payment Plan requests should be sent to: MassDEP, Bureau of Waste Site Cleanup, PO Box 3982 Boston MA 02241-3982. MassDEP will contact you.

CONSEQUENCES OF NON-PAYMENT: Your failure to pay this invoice in full or in accordance with an approved Hardship Payment Plan may result in a NOTICE OF SUSPENSION OF BWSC PERMITS and APPROVALS. Such a suspension constitutes the commencement of enforcement proceedings and may result in denial of any pending permit application.

If your failure to pay continues for sixty (60) days from the original invoice due date, MassDEP may issue a NOTICE OF REVOCATION of a BWSC permit (see 310 CMR 4.03(7)).

If MassDEP suspends or revokes your permit for failure to pay, as provided in 310 CMR 4.03(7), the MassDEP shall notify you and may publicly release the names of parties subject to such suspension or revocation. Upon receipt of full payment, you will be notified of MassDEP's reinstatement of any suspended permit or approval.

There are other consequences if your failure to pay continues beyond one-hundred and twenty (120) days from the original invoice due date. In addition to the assessment of late charges, your account will be deemed delinquent by MassDEP and be referred for intercept of state payments or tax refunds, and referral to a collection agency under M.G.L. c. 7A, M.G.L. c. 62D and 815 CMR 9.00.

ENFORCEMENT: Nothing in this Statement of Billing Rights shall limit or bar the Department from assessing a penalty or taking other enforcement action for violation of M.G.L. c. 21E and 310 CMR 40.0000, including but not limited to, the failure to classify a site, obtain response action approval, or comply with an order.

Answers to the Most Common Questions about MassDEP Fees

1. What are these fees for? Are they a penalty?

Annual Compliance Assurance Fees for “21E” sites are not penalties. Fees cover a portion of MassDEP’s costs to regulate sites where there has been a release or threat of release of oil or hazardous materials. MassDEP’s regulatory activities may include site inspections, compliance monitoring and assistance, audits of reports, and enforcement actions. Fee rates are not negotiable and fees cannot be waived. Additionally, with the exception of state agencies, fees are payable by all parties, including businesses, partnerships, realty trusts, property developers, cities and towns, housing authorities, non-profits, and individuals.

2. How is the fee category determined and how many years of fees will be applicable?

The fee category is determined by the status of the site on each **Annual Status Date**, or billable year end date. The first Status Date is typically one year from initial notification. For very old sites listed prior to October 1, 1993, the first Status Date is based on the deadline to Transition the site into the revised regulations back in the mid-1990s. The site status is based on the Tier Classification (Tier I, Tier II or Tier ID) in effect on the status date, and can also be changed by submittals made within a year (e.g. Phase V or Temporary Solution). A fee is applicable for each year, until and including the year that a Permanent Solution is filed. Once a year is over, the fee category cannot be changed.

3. The site was classified as Tier II and a Permanent Solution documenting final cleanup was already submitted to MassDEP. Am I required to pay fees?

Fees are required for each year in which assessment and cleanup activities were ongoing, up to and including the year that a Permanent Solution is filed. If you believe the Permanent Solution was filed in an earlier year than the last year listed on the invoice, you may contact the MassDEP fee inquiry line listed at the bottom of the invoice notice.

4. What is the new Notice of Activity and Use Limitation (AUL) fee?

Effective June 20, 2014, a Notice of Activity and Use Limitation requires a one-time Notice of AUL fee of \$2,000 (or \$1,000 for a Homeowner). This one-time fee is independent of other Annual Compliance Assurance Fees (e.g. Tier I or Tier II fees). The fee is required to be paid when an AUL is filed prior to or concurrent with a Permanent Solution.

5. The property has been sold. Am I required to pay fees?

Fees are billed to the party who performed response actions related to the site, not necessarily the owner. If another party such as a new owner or developer intends to take responsibility for the cleanup, a Tier Classification form (BWSC-107; BWSC107C Transfer or BWSC107D Eligible Party) needs to be submitted. Future fees would be billed to the new party. MassDEP or a Licensed Site Professional can provide further guidance regarding a Transfer or Eligible Party submittal. An Eligible Party that files a BWSC107D form obtains a new cleanup timeline, a new Annual Status Date and qualifies for no Annual Compliance Fee for their first year.

6. I’ve been billed fees for two Release Tracking Numbers at the same location. Can they be “linked” together?

Two or more Release Tracking Numbers (RTNs) may be linked together under a single Tier Classification to reduce future Annual Compliance Fees. This requires a Tier Classification Transmittal Form (BWSC107) or an Immediate Response Action Completion Statement form (BWSC105). When sites are linked, future actions must occur according to the deadlines applicable to the primary RTN (the site with the earlier initial status date). MassDEP or an LSP can provide further guidance regarding linking RTNs.

7. I am a homeowner. Can I qualify for an alternative rate?

In some instances, yes. The following Homeowners qualify for alternative fee rates: *an owner occupant of a residential one to four family structure who has provided a written certification on a Department approved form and whose structure has been used exclusively as a one to four family residence throughout his or her ownership, where the owner’s unit is the owner’s principal residence for six or more months of the year and the owner is conducting response actions at the residence in response to a release of oil.* The rates are \$1,225 per year for Tier I or Tier II status, \$490 per year for either Phase V or Temporary Solution status, and \$2,455 per year for Tier ID. Upon receipt of a completed Homeowner Certification Form (BWSC120), the invoice would be adjusted. The BWSC120 form is available from MassDEP or at <https://www.mass.gov/guides/site-cleanup-transmittal-forms>

8. Why does the invoice show a Credit?

Sometimes fees are included with report submittals when not required. If the payment wasn’t applicable, a credit is entered on the invoice. Credits are most often processed when a payment is received for an inapplicable fee, such as a \$1,470 Permanent Solution fee. A “one-time” Permanent Solution fee is generally only required when the Permanent Solution is submitted prior to Tier Classification.

Answers to the Most Common Questions about MassDEP Fees

9. I filed a Downgradient Property Status (DPS) submittal demonstrating that the contamination migrated onto my property. Am I still subject to an Annual Compliance Fee?

If the DPS submittal is made in the first year prior to the Tier Classification deadline, a \$1,965 DPS fee is required, and the party that maintains the DPS is not subject to subsequent annual compliance fees. If the DPS submittal is made after the first year Tier Classification deadline, then an annual compliance fee is assessed for the billable year in which DPS is filed. The fee is based on the site status for that billable year. Thereafter, the party that maintains DPS is not subject to annual compliance fees.

10. Why does the invoice show a Tier ID fee?

A Tier ID fee may be listed on the invoice if no initial Tier Classification submittal has been made to MassDEP, or if a Tier Classification or Permanent Solution submittal was not received by the classification deadline. When the classification deadline is not met, a site is deemed Tier ID by default and the site has a Tier ID status until a Tier Classification submittal is made.

11. Why is there more than one fee included on the invoice?

MassDEP database information for each site is reviewed annually for billing. The review is generally conducted for the prior year, typically two to four months after the status date. During this review, if the record shows a Permanent Solution was filed after the year under review, the fee for the final year is included because response actions have been completed and the fee category for the final year will not change. If this poses a financial hardship, an extended payment arrangement may be requested prior to the due date.

12. What if the invoice cannot be paid in full by the due date because of a financial hardship?

In cases of severe financial hardship MassDEP will consider entering into an extended payment arrangement. Please refer to the Statement of Billing Rights included with the invoice for additional information regarding financial hardship. You may also contact your Licensed Site Professional (LSP) or MassDEP to learn whether future fees will be applicable.

13. How can I reduce the amount of future fees?

If a Permanent Solution has not been filed yet, in some cases future fees that may be applicable can be reduced. A Licensed Site Professional can evaluate whether any of the following are applicable.

- **Reclassification:** Downgrade a site from the current classification (e.g. Tier I, Tier ID) to a classification with a lower fee (e.g. Tier II); submit a reclassification form at any time prior to or concurrent with a Permanent Solution;
- **Permanent Solution:** File a Permanent Solution Statement; an Annual Compliance Fee is billed up to and including the year that a Permanent Solution is submitted to MassDEP;
- **Implement Phase V:** Complete Phase IV cleanup actions and perform Phase V activities (Operation, Maintenance or Monitoring) to qualify for the Phase V fee rate of \$980 per year;
- **Temporary Solution:** File a Temporary Solution Statement; fee category changes to Temporary Solution of \$980 per year;
- **Homeowner Certification:** Submit a Homeowner Certification Form as described above, if applicable.

Common Terms & Acronyms:

ACF – Annual Compliance Assurance Fee

AUL – Activity and Use Limitation

BWSC – Bureau of Waste Site Cleanup

Default Site – Tier Classification deadline was not met and site was classified by default as Tier ID

DPS – Downgradient Property Status; submittal that documents contamination that has migrated from one property to another

LSP – Licensed Site Professional; oversees assessment and cleanup activities in Massachusetts

MassDEP – Massachusetts Department of Environmental Protection

MCP – Massachusetts Contingency Plan, 310 CMR 40.0000; state regulations that govern site assessment and cleanup

M.G.L. Chapter 21E – Massachusetts General Law Chapter 21E; governs cleanup of oil and hazardous waste sites and spills

Permanent Solution – typically the final report documenting a site cleanup

RTN – Release Tracking Number; assigned to each report of a release or threat-of-release of oil or hazardous materials

Status Date – The date used for billing Annual Compliance Assurance Fees, generally one year from initial notification and each year thereafter

Temporary Solution – a milestone that may be achieved after completing Phase III (formerly Class C Response Action Outcome)

Tier Classification – Used to classify each disposal site and determine the applicable fee category for each year

Invoice Payments Online with ACH or Credit Card: <https://masspays.com/DEP>

Mail payments with the invoice stub to: Commonwealth of Massachusetts, PO Box 3982, Boston MA 02241-3982.

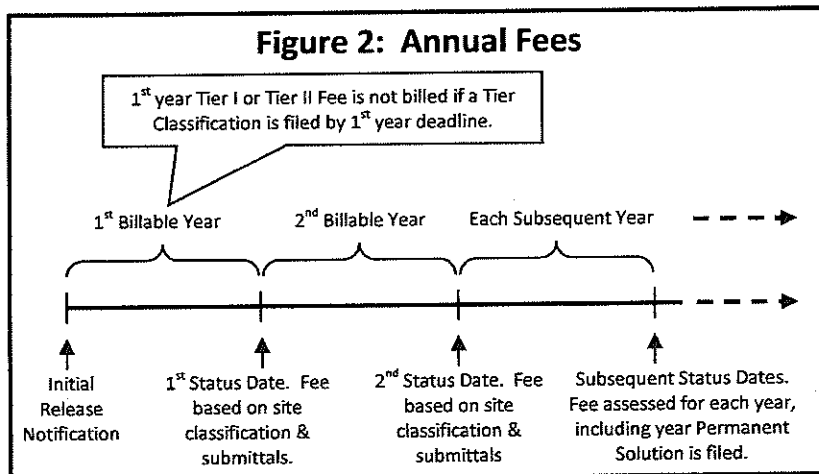
MassDEP Website: <https://www.mass.gov/guides/the-waste-site-cleanup-program>

MassDEP BWSC Fact Sheets: <https://www.mass.gov/lists/site-cleanup-fact-sheets>

Figure 2 shows how annual fees are assessed for Tier Classified sites. If a Permanent Solution Statement is not filed for the entire site in the first year, the site must be Tier Classified. Tier Classification requires a Phase I Initial Site Investigation Report that summarizes information about the site location, the contaminants identified and a preliminary Conceptual Site Model. The first year fee (\$4,320 for Tier I or \$2,455 for Tier II) is **not applicable** if the Tier Classification submittal is made on time. If a Tier Classification, Permanent Solution, or DPS is not filed, the site is deemed Tier ID by default and the first year's fee will be invoiced at the \$4,915 Tier ID rate. Fees for subsequent years will be billed based on the site status (i.e. Tier I, Tier II, Phase V, Temporary Solution, or Tier ID) on the annual status date. For a Tier ID site, if a Permanent Solution is filed in the first 90 days of the second year, a Permanent Solution Fee is required to be paid in lieu of the second year Tier ID fee. This is in addition to the first year Tier ID fee.

The fee category is determined by a site's Status on its Annual Status Date (which falls on the anniversary of initial notification for most new sites). For example, if a Tier I site is downgraded to Tier II one day prior to the status date, the site status is Tier II and a \$2,455 Tier II fee is applicable. The site status and fee category changes to Phase V (\$980 Phase V fee) after Phase IV activities are completed and Phase V monitoring is conducted. Note that Remedy Operation Status (ROS) is part of Phase V, thus a Phase V fee applies while in ROS.

Additionally, if a Temporary Solution is filed, the status and fee category changes to Temporary Solution (\$980 fee) for the year in which the Temporary Solution is filed. A fee is assessed for each year in the MCP system, **including** the year in which a Permanent Solution is filed. These fees cannot be pro-rated for a portion of a year, so it is important to remain aware of the Annual Status Date. Sites identified prior to October 1, 1993 have a Status Date based on the earliest required submittal deadline to Transition into the 1993 MCP (e.g. August 2, 1995).



Notice of Activity and Use Limitation

Parties who file a Notice of Activity and Use Limitation (AUL) are required to pay a one-time Notice of AUL fee. While other one-time fees (RAM Plan, Permanent Solution, DPS) are generally required when the submittal is made prior to Tier Classification, the Notice of AUL fee is required for each Notice of AUL filed prior to or concurrent with a Permanent Solution. This includes a Notice of AUL filed after Tier Classification. However, no fee is applicable for an AUL Amendment, Release, or Termination. The Notice of AUL fee is \$2,000 for a non-Homeowner or \$1,000 for a Homeowner (more on Homeowners below).

Downgradient Property Status

Parties who file a Downgradient Property Status (DPS) submittal are usually required to pay fees until and including the year that the DPS is filed. DPS is applicable to the party making the submittal. As long as the DPS is in effect, the party that holds the DPS is not subject to Annual Compliance Assurance Fees for subsequent years if they elect to conduct a Release Abatement Measure or file a Permanent Solution. While the DPS is in effect, a new/subsequent party that files a DPS Modification under 310 CMR 40.0187 is not required to pay an Annual Compliance Assurance Fee, or One-Time RAM, DPS or Permanent Solution Fees.

Homeowners with Oil Releases, and Parties with Financial Technical or Legal Inabilities

A lower schedule of rates may apply to qualifying homeowners and other parties performing response actions. To qualify for the reduced homeowner fee rates, a homeowner must submit a Homeowner Certification Form (BWSC120) to state they are performing response actions related to a release of oil at the

property that they own and occupy as their principal residence for six or more months per year. Also, the home must be one to four units and used exclusively as a residence. The schedule of fees applicable to homeowners changed effective June 20, 2014 to provide lower fee rates. These include Permanent Solution (\$735) and RAM Plan (\$490) submittals made prior to Tier Classification. The homeowner fee rate for Tier I and Tier II status are both set at \$1,225 per year. Also effective June 20, 2014, lower annual fees are in effect for homeowners in Phase V status (\$490) or Temporary Solution status (\$490). These categories are in place of the Tier I or Tier II fee. A \$1,000 one-time fee applies to each Notice of Activity and Use Limitation that is filed any time prior to or concurrent with a Permanent Solution. The fee rate for a homeowner doing work related to a Tier ID site is \$2,455. Alternative fee rates have also been established in 310 CMR 4.03 for parties with Financial, Technical or Legal Inability Status.

Resetting MCP Timeline & Status Date for New Parties

New parties may qualify for a new timeline for assessment and cleanup of an existing site as well as a new annual status date for fee billing. When a new party intends to conduct assessment and cleanup they may file an Eligible Person, Eligible Tenant, or Other Person Certification form (BWSC107D). The party must certify that they did not cause or contribute to the release and, were not affiliated with any person or entity who a) caused the release or owned/operated the property from which the release originated, or b) is potentially liable for the site. Upon receipt of a complete Tier Classification and BWSC107D certification, the new party is provided new deadlines per 310 CMR 40.0570. Additionally, the Annual Status Date for the site will be reset to be equal to one year from the date of receipt of the BWSC107D. The new party will be assessed Tier I or Tier II fees beginning with the second year under the new timeline.

A new party who does not meet the certification requirements summarized above may file a Tier Classification Transfer to begin performing Comprehensive Response Actions. In this instance, the new party will be assessed Annual Compliance Assurance Fees going forward, starting with the year in which they begin performing response actions and fees will be assessed using the existing Annual Status Date.

Linking RTNs for New Conditions to Existing RTNs

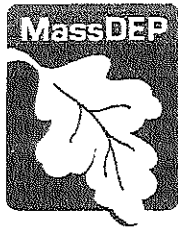
When a new reportable release condition is identified, a new Release Tracking Number (RTN) may be assigned by MassDEP. In most instances the new RTN can be linked to an existing Tier I or Tier II site. Upon making a valid linkage, the RTN with the earlier cleanup timeline becomes the "Primary" RTN and this is used along with the earlier Annual Status Date for fee billing going forward. If the new condition would change the Tier Classification category of the existing RTN, a revised Tier Classification is necessary. The linkage must be with a Tier Classification Transmittal Form (BWSC107 Section B, Box 8) or an IRA Completion Statement Transmittal Form (BWSC105 Section B, Box 8a & 8b). When two or more RTNs are linked under a single Tier Classification, the earlier response action deadlines are applicable.

Special Project Designation Permits

Special Project Designation (SPD) Permits may be filed pursuant to 310 CMR 40.0060 to extend regulatory deadlines at complex sites. This includes either extending the deadline for initial Tier Classification by two years or, extending Comprehensive Response Action deadlines after Tier Classification. An Initial SPD Permit requires a \$920 Permit Application Fee. For unclassified sites with an SPD Permit, one-time fees are applicable for RAM Plan or Permanent Solution submittals. For Tier Classified sites with an SPD Permit, regular Tier I or Tier II Fees apply. SPD Permit Extensions do not require a Permit Application Fee.

Payment of Fees

All payments should be made to **Commonwealth of Massachusetts**. Send One-Time Fees (RAM, Permanent Solution, DPS, AUL) with the check and page one of the BWSC transmittal form to MassDEP PO Box 4062 Boston MA 02211-4062. **Invoice payments should be made online at <https://masspays.com/dep>** or, mailed to MassDEP, PO Box 3982, Boston, MA 02241-3982 with the invoice remittance. Visit MassDEP's website at <https://www.mass.gov/lists/site-cleanup-fact-sheets> and scroll down to 'Fees and Payments' for more information. If you have fee questions, contact MassDEP at bwsc.regulations@mass.gov or the fee inquiry line at 617-292-5545.



Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

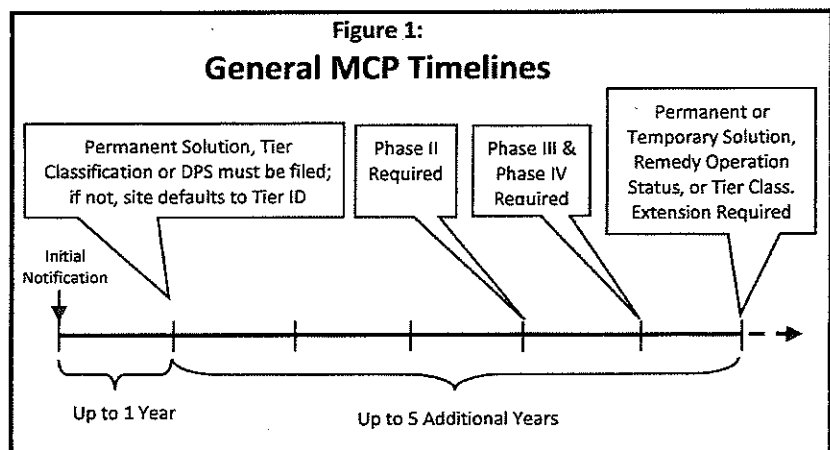
Martin Suuberg
Commissioner

MCP TIMELINES AND FEES

This document summarizes the timelines and fees associated with response actions conducted pursuant to M.G.L. Chapter 21E and the Massachusetts Contingency Plan (MCP) 310 CMR 40.0000.

MCP TIMELINES

The MCP establishes timelines for cleanups at sites as well as timelines for specific response actions. **Figure 1** shows the general timeline. For all sites, the clock starts when Massachusetts Department of Environmental Protection (MassDEP) is notified of a potential or actual release of oil or hazardous material that exceeds a reporting threshold. One year from that notification, the legally responsible party must either: (1) clean up the site to MCP standards (i.e. achieve a Permanent Solution), (2) obtain Downgradient Property Status (DPS), or (3) Tier Classify the site as Tier I or Tier II. **If a Permanent Solution, DPS or Tier Classification is not submitted by the one-year deadline, the site is deemed Tier ID by default.** For Tier Classified sites, there are deadlines for completing each phase of the MCP process and filing a Permanent Solution.



SUBMITTALS

To ensure that cleanups are proceeding as required, the MCP requires completion of response actions and the submittal of reports to MassDEP. Submittals must be filed electronically. Missed deadlines can result in requirements for additional documentation, enforcement and penalties, or new or higher fees. The MCP provides a seven-day "grace period" for most submittals. If MassDEP receives the submittal within seven days of the actual due date, the submittal is considered to be received by the deadline. Please note that the seven-day grace period does not apply to some deadlines (see 310 CMR 40.0008).

MCP FEES

Fees have been established to cover a portion of MassDEP's costs for reviewing submittals, conducting inspections, providing compliance assistance, maintaining records, and pursuing enforcement. This includes MassDEP's audits to ensure that cleanups are adequate and occurring within specified timeframes. The sooner response actions are completed and an endpoint is reached (i.e. by submitting a Permanent Solution) the lower the total fees incurred will be. Two types of Annual Compliance Assurance Fees (ACFs) are established in the "Timely Action Schedule and Fee Provisions" (310 CMR 4.00) that apply to sites where response actions are or are required to be undertaken.

Annual Compliance Assurance Fees:

1. **One-time fees** apply to three specific submittals if filed prior to Tier Classification (i.e. within the first year after notification): Permanent Solution; DPS Submittal; and Release Abatement Measure Plan. Additionally, a one-time fee applies to each Notice of Activity and Use Limitation filed prior to or concurrent with a Permanent Solution. One-time fees are summarized in **Table 1**.
2. **Annual fees** apply when a Permanent Solution or DPS is not filed in the first year. These fees range from \$490 to \$4,915 per year and are based on the site status on each Annual Status Date. Initiation of Phase V monitoring activities or submittal of a Temporary Solution will trigger a lower annual fee category. Fee rates are summarized in **Table 2** and explained in more detail on page 3.

TABLE 1: ONE-TIME FEES EFFECTIVE JUNE 20, 2014

SUBMITTAL	TIME OF FILING	SUBMITTAL FEE
Permanent Solution	within 120 days of notification	No submittal fee
Permanent Solution	after 120 days but prior to Tier Classification	\$1,470 Permanent Solution submittal fee (\$735 Homeowner* rate)
Permanent Solution	after Tier Classification (including Tier ID if filed AFTER first 90 days of one-year deadline)	No Permanent Solution fee applies; regular ACF will be billed based on status of site (e.g. Tier I, Tier II, Phase V or Temporary Solution)
Permanent Solution	within 90 days after one-year deadline if classified by default to Tier ID	\$1,470 Permanent Solution fee (\$735 Homeowner* rate), in lieu of second year Tier ID fee (first year Tier ID fee will also be billed)
DPS	in first year, prior to Tier Classification	\$1,965 DPS fee, unless upgradient source is Tier Classified or has a Temporary or Permanent Solution.
DPS	after Tier Classification (including default Tier ID)	No DPS fee; regular ACF applies unless upgradient source is Tier Classified, in ROS or has Permanent Solution.
DPS	modification of existing DPS by new party	No DPS Fee or ACF applicable
RAM Plan	prior to Tier Classification (in first year)	\$980 RAM Plan submittal fee (\$490 Homeowner* rate)
RAM Plan	after Tier Classification (including Tier ID)	No RAM fee applies (regular ACF will be billed)
RAM Plan	after Permanent Solution	No RAM fee applies if Permanent Solution is in effect
Notice of AUL	prior to or with a Permanent Solution	\$2,000 Notice of AUL fee (\$1,000 Homeowner* rate)

TABLE 2: SUMMARY OF COMPLIANCE FEES EFFECTIVE JUNE 20, 2014

Type	Fee Category	Homeowner*	Non-Homeowner
One-time Fees	Permanent Solution	\$735	\$1,470
	Release Abatement Measure (RAM) Plan	\$490	\$980
	Downgradient Property Status (DPS)	\$1,965	\$1,965
	Notice of Activity and Use Limitation (AUL)	\$1,000	\$2,000
Annual Fees	Tier ID	\$2,455	\$4,915
	Tier I	\$1,225	\$4,320
	Tier II	\$1,225	\$2,455
	Phase V (including ROS)	\$490	\$980
	Temporary Solution	\$490	\$980

* BWSC120 Homeowner Certification Form submittal required to qualify for Homeowner Fee Rate

From:

R LEVESQUE ASSOCIATES, INC.

A Land Planning Services Company

www.rlaland.com

40 School Street, P.O. Box 640, Westfield, MA 01086
413-568-0985 (O) 413-568-0986 (F)

To: City of Holyoke

City Council

536 Dwight Street, Room 10
Holyoke, MA 01040

Attention: Mr. Jeffery Anderson-Burgos

LETTER OF TRANSMITTAL

Date: November 6, 2024

Project No: 240706

Project Name: 37 Appleton Street

RE: Special Permit Application Package

We Are Transmitting to You:

☐ Under Separate Cover VIA _____

☐ Attached

☒ Plans

☐ Approval of Subcontractor

☐ Copy of Letter

☐ Specifications

☐ Order on Contract

☐ Photographs

☒ Report

☐ Original Drawings

☐ Proposal

☒ Form MassDEP Registration

☒ Other Special Permit Application Package

Number of Copies	DWG./Revision Date	Drawing Number	Description
6			Special Permit Application Package (2 Originals, 4 Copies)
2			Site Plan Set – Full Size (24" x 36")
5			Building Elevations – Tabloid (11" x 17")
5			Proof of MassDEP Registration
1			Stormwater Drainage Report
1			Filing Fee Check (\$250.00)

These are Transmitted as Noted Below:

☒ For Approval

☐ Approved as Submitted

☐ Resubmit _____ Copies for Approval

☐ For Information

☐ Approved as Noted

☐ Resubmit _____ Copies for Distribution

☒ For Action

☐ For Corrections

☐ Return _____ Corrected Prints

☐ As Requested

☐ For Review and Comments

☐ _____

Remarks: Hello, please contact us with any questions you may have. Thank you for your time.

RECEIVED

NOV 14 2024

Registered Professional
Hobart, MA

Copies To

Mr. Leon Berneche

Mr. Neal Berneche

By: Jeanne Cook

Note: If Enclosures are not as noted, please notify us at once.

Stormwater Drainage Report

Proposed Motor Vehicle Repair Garage

Holyoke, MA 01040

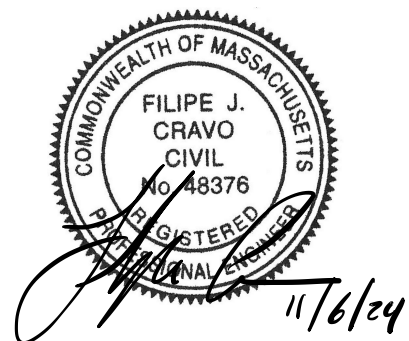
(Parcel ID's: 036-01-002)

Applicant:

L.N. Berneche, Inc.
665 Prospect Street
Chicopee, Massachusetts 01020

Owner:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040



RLA Project File: 240706

November 6, 2024

R LEVESQUE ASSOCIATES, INC

A LAND PLANNING SERVICES COMPANY

40 School Street · Westfield, MA 01085

p 413.568.0985 · f 413.568.0986 · www.rlaland.com

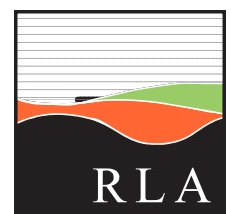


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I. INTRODUCTION

The purpose of this report is to present information regarding the technical aspects of the stormwater management system for the proposed project. All work is intended to be in full compliance with the Holyoke Stormwater Authority Stormwater Regulations as well as the Massachusetts Department of Environmental Protection Stormwater Management Handbook. The stormwater management system includes approved best management practices (BMPs) to meet the regulations. The following report has been prepared to document compliance by providing the required descriptions and calculations for the proposed stormwater management system.

The project applicant, LN Berneche, Inc., on behalf of the owner, 37 Appleton, LLC is proposing to construct a motor vehicle repair garage located on a portion of the parcel identified as Parcel ID: 036-01-002 in Holyoke Massachusetts. The proposed site improvements are located only on a portion of the above referenced parcel and the remaining portion of the parcel will remain as it is under the existing conditions. For the purposes of this report, reference to the "project site" will refer only to the portion of above-mentioned parcel where the proposed site improvements are located. The entirety of the property has been historically developed with various impervious surfaces including a large building and adjacent asphalt and concrete surfaces of which the building that covered the majority of the property has been razed. Under existing conditions, stormwater runoff from the site including both roof runoff and site runoff discharges into the existing municipal drainage system in Canal Street. The proposed site improvements will generally maintain the existing drainage patterns of the site and direct stormwater to the same design point as in pre-development conditions.

The proposed project involves the following:

1. Demolition and removal of existing pavement/concrete and existing utilities;
2. Construction of a new 23,750 square foot building;
3. Construction of associated site improvements including parking areas, drive aisles, and landscaped areas;
4. Installation of new water, sewer, and electric service connections;
5. Construction of a stormwater management system including deep-sump hooded catch basins, proprietary sedimentation devices, and a subsurface infiltration basin.

2. SITE DESCRIPTION

2.1 Predevelopment Conditions

The property to be developed is located at 37 Appleton Street and listed as Parcel 036-01-002 by the City of Holyoke's GIS database. The locus parcel is zoned General Industry (IG) as referenced from the City of Holyoke's GIS map. The proposed site improvements are located only on a portion of the above referenced parcel. For the purposes of this report, reference to the "project site" will refer only to the portion of above-mentioned parcel where the proposed site improvements are located. The property is bounded northwesterly by land of Mass DOT, northeasterly by an industrial use lot, southeasterly by Canal Street and southwesterly by Appleton Street. The total area of the parent parcel is approximately 4.33 acres in size. Figure 1 – USGS Map illustrates the location of the project.

The entirety of the property has been historically developed with an industrial building and associated paved parking/drive aisles. Under existing conditions, stormwater runoff is directed toward the drainage infrastructure in Canal Street. Within the site, the parcel was mostly occupied by a building with roof drain connections to the drainage system in Canal Street. The existing topography of the adjacent land is highest along the northerly most corner at elevation 82 and mildly slopes down to about elevation 80 at Canal Street. Please refer to the existing conditions plan submitted herewith for more detailed topographical information and Figure 4 "Pre-Development Watershed Plan" for sub-catchment area boundaries.

2.2 Resource Areas

The entirety of the project area has been historically developed and cleared of mature vegetation. A portion of the project is located within the 100-foot buffer zone to the edge of a canal across Canal Street. All proposed site improvements are located within historically developed jurisdictional area.

2.2.1 Floodplain

R. Levesque Associates, Inc. performed due diligence research on the property in regard to FEMA flood zone mapping. As demonstrated by the most recent FEMA Flood Insurance Rate Maps, the site is not located within any flood zone. See Figure 2 – FEMA FIRM Map for more information.

2.2.2 Natural Heritage and Endangered Species Program

R. Levesque Associates, Inc. performed due diligence research on the property in regard to Natural Heritage and Endangered Species Program (NHESP) areas. As demonstrated by recent MassGIS NHESP mapping, the site is not located within areas delineated as estimated or priority habitats of endangered species, see Figure 3 – NHESP & Zone II Map for more information.

2.2.3 Aquifer Protection District

R. Levesque Associates, Inc. performed due diligence research on the property in regard to the Zone II Aquifer Protection District. As demonstrated by recent MassGIS mapping, the site is not located within a Zone II, see Figure 3 – NHESP & Zone II Map for more information.

2.3 Soils

R. Levesque Associates, Inc. researched the soils located on site with information readily available by the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS). Based on a review of the USDA Soil Survey of Hampden County, Massachusetts, Central Part, the site is comprised of the following soil types:

Table 2.4: Hydrologic Soil Group Classification		
Soil Description	Map Unit Symbol	Hydrologic Soil Group
Urban Land	602	D

Based on the NRCS mapping, the site is listed as Urban Land with a hydrologic soil group of D. Upon further investigation with soil evaluations performed within the site, test pits demonstrated that the native soils are a well-drained sandy material with no evidence of estimated seasonal high groundwater. As such, the proposed infiltration system has been designed within the native soil profile that has well-draining attributes and a hydrologic soil group of A was used in the design of the infiltration system. Please see Appendix B “Soil Information” for additional soil information.

2.4 Post Development Conditions

The proposed site improvements include several stormwater management features to adequately meet the requirements set forth by the Holyoke Stormwater Authority Stormwater Regulations as well as the Massachusetts Department of Environmental Protection Stormwater Management Handbook. The proposed stormwater features include:

- Deep-Sump Hooded Catch Basins;
- Proprietary Sedimentation Devices;
- Subsurface Infiltration Basin.

As part of the site improvements, the applicant is proposing to construct a new 23,750 square foot building including parking lot improvements, new landscaped areas, and a new stormwater management system. Additionally, as part of the proposed project, the applicant will install new

water, sewer, and electric service connections. All new utility connections will be connected to utility mains along the frontage with Canal Street. All building utility connections must be coordinated with final architectural/mechanical plans and are subject to modification as necessary.

Since the proposed site improvements are located on a portion of the larger parent parcel, the proposed stormwater management system has been designed to collect and treat stormwater only from the proposed project area to meet the requirements set forth by the Holyoke Stormwater Authority Stormwater Regulations. In addition, since the site has been entirely historically developed, the project qualifies as a redevelopment as the total impervious area is being reduced.

Due to the site being bisected by the proposed building, two new drainage connections are being proposed to discharge toward the drainage infrastructure in Canal Street:

- **Northerly Connection:** The proposed stormwater management system will be comprised of deep sump hooded catch basins and a proprietary sedimentation device to mitigate the impacts of the proposed site improvements prior to discharge to the drainage infrastructure in Canal Street. The proposed BMPs have been designed to collect stormwater runoff from the tributary areas to improve stormwater quality. Roof runoff will also be collected via downspouts and conveyed to the underground infrastructure.
- **Southerly Connection:** The proposed stormwater management system will be comprised of deep sump hooded catch basins, a proprietary sedimentation device, and a subsurface infiltration basin in order to mitigate the impacts of the proposed site improvements prior to discharge to the drainage infrastructure in Canal Street. The proposed BMPs have been designed to collect stormwater runoff from the tributary areas to improve stormwater quality and reduce stormwater peak discharge rates by providing attenuation within the subsurface infiltration system. Although the proposed project qualifies as a redevelopment project, recharge is being provided via the subsurface infiltration basin. The soil evaluations demonstrated that the existing native material is a well-drained sandy material with no groundwater that is well suited to support groundwater recharge. Roof runoff will also be collected via downspouts and conveyed to the underground infrastructure.

The proposed stormwater management system has been designed to attenuate runoff for the 2-, 10-, 25- and 100-year storm events by utilizing the subsurface infiltration basin. The runoff for the 2-year and 10-year storm events will be reduced by a minimum of 25%. Stormwater discharging to the City of Holyoke's stormwater management system will be decreased over all storm events up to and including the 100-year storm event. The proposed site improvements will maintain the drainage patterns of the site by discharging runoff to the same design point as in pre-

development conditions. Additionally, each component of the proposed stormwater management system has been designed to meet the standards set forth in the Holyoke Stormwater Authority Stormwater Regulations as well as the Massachusetts Department of Environmental Protection Stormwater Management Handbook.

3. STORMWATER MANAGEMENT SYSTEM

R. Levesque Associates, Inc. has prepared the following drainage system calculations for the proposed project site. These calculations were performed to document compliance with the guidelines set forth in the City of Holyoke Article IV Stormwater Management Ordinance and the Holyoke Stormwater Authority Stormwater Regulations as well as the Massachusetts Department of Environmental Protection Stormwater Management Handbook. A detailed hydrologic analysis of the system was completed in order to evaluate the performance of the stormwater management system components, see Appendix C – Pre- and Post-Development Hydrologic Analysis. The proposed stormwater management system will collect runoff from on-site impervious areas and utilize stormwater best management practices to collect stormwater runoff, improve stormwater quality and reduce stormwater peak discharge rates.

3.1 Drainage Calculations

R. Levesque Associates, Inc. utilized the HydroCAD software program, Version 10.20-5a, developed by HydroCAD Software Solutions LLC, in order to create and analyze the site hydrology. The HydroCAD software is based upon the Soil Conservation Service (SCS) “Technical Release 20 – Urban Hydrology for Small Watersheds” and “Technical Release 55 – Urban Hydrology for small Watersheds” which are generally accepted industry standard methodologies. The analysis was conducted in order to establish the peak discharge rates and estimated run-off volume from the project site. This was accomplished to properly evaluate pre- and post-development conditions during various storm events. Contributing drainage areas were identified and soils, surface cover, watershed slope, and flow paths were evaluated to develop the necessary HydroCAD model input parameters.

Drainage calculations were performed for the Pre- and Post-Development conditions for the 24-hour, 2, 10, 25, and 100-year Type III storm events. The total rainfall for each of the storm events was based upon data provided by the NOAA Atlas 14. The total rainfall values used in the hydrologic modeling for each event are shown in the following table:

Table 3.1: Design Rainfall Data - Hampden County			
2-year, 24-hour storm	10-year, 24-hour storm	25-year, 24-hour storm	100-year, 24-hour storm
3.11 inches	5.03 inches	6.22 inches	8.06 inches

3.1.1 Design Points

In order to compare the difference between pre-development and post-development peak flow rates, stormwater discharge design points were identified, and watersheds catchment areas were delineated. For this project, one design point (DP) was established with tributary subcatchment(s) described below. Time of concentration flow lines have been modeled based on applicable site topography and cover. For this analysis, the design point was determined to be:

- DP-1 – Municipal Drainage System: This design point represents runoff from the site that is tributary to the drainage infrastructure in Canal Street.

3.1.2 Pre-Development Hydrology

The project area under existing conditions was broken down into one (1) sub-catchment which discharges to the design point described above. The sub-catchment was delineated based on the existing developed areas and the existing topography of the parcel and surrounding areas. The existing watershed areas are shown on the attached Figure 4 entitled “Pre-Development Watershed Plan”. Peak discharge rates for the design point are depicted in Table 3.1.4 below.

3.1.3 Post-Development Hydrology

The project area under proposed conditions was broken down into two (2) sub-catchments discharging to the same design point as in existing conditions. The proposed watershed areas are shown on the attached Figure 5 entitled “Post-Development Watershed Plan”. Peak discharge rates for the design point are depicted in Table 3.1.4 below.

3.1.4 Peak Discharge Rates

The table below summarizes the Pre- and Post-Development peak discharge rates for each Design Point:

Table 3.1.4 Pre- and Post-Development Peak Discharge Rates										
	2-year Storm (cfs)			10-year Storm (cfs)			25-year Storm (cfs)		100-year Storm (cfs)	
	Pre	Post	-%	Pre	Post	-%	Pre	Post	Pre	Post
DP-1	5.9	1.8	-70%	9.7	7.1	-27%	12.0	10.7	15.6	13.2

As depicted in table 3.1.4, the post-development peak discharge rates do not increase over pre-development peak discharge rates for each of the storm events presented. Additionally, the peak discharge rates for the 2- and 10-year storm events have been reduced by at least the required 25%. This is accomplished by providing onsite attenuation through the proposed subsurface infiltration basin.

3.2 Hydraulic Analysis

R. Levesque Associates, Inc. utilized the Hydraflow Storm Sewer Extension for AutoCAD Civil 3D developed by Autodesk, Inc., in order to analyze the hydraulic capacity of the proposed underground infrastructure. The analysis was conducted in order to verify that the proposed conveyance piping has sufficient capacity to convey up to and including the 24-hour, 10-year storm event. The data from the analysis was used to properly size the conveyance piping such that there is no or minimal surcharge of stormwater above the rim elevations within the paved areas. As part of the input parameters required for the hydraulic analysis, the tributary inlet areas were delineated based on topography, any additional connected discharges, characteristic land use coverages and flow paths, see Figure 6 – Inlet Area Plan. A minimum Time of Concentration (T_c) of (6) minutes was used in the calculations. Please refer to Appendix D for the hydraulic analysis of the proposed stormwater management system.

3.3 Water Quality Treatment, Nitrogen Removal, and Phosphorus Removal

R. Levesque Associates, Inc. conducted an assessment of Total Suspended Solids (TSS) removal from stormwater runoff entering the proposed stormwater management system. Two scenarios were analyzed: the first involved pre-treatment before conveyance to the infiltration BMP, while the second addressed the final stage prior to infiltration into soils or discharge to the municipal drainage system. According to Holyoke Stormwater Authority Regulations, stormwater management systems for large new developments must achieve an 80% reduction in average annual post-construction TSS load. As detailed in Appendix E, the proposed stormwater management system achieves a total TSS removal efficiency of 97%, surpassing regulatory requirements.

Additionally, our study included calculations for Total Phosphorus (TP) and Nitrogen removal from the stormwater runoff. Holyoke regulations stipulate a 50% removal target for TP from the average annual post-construction load generated by impervious surfaces. Compliance is achieved if the retained volume within the stormwater system exceeds 0.8-inch multiplied by the total post-construction impervious area. As verified in Appendix E, the subsurface infiltration basin's retained volume exceeds this threshold, meeting regulatory standards. Furthermore, the selected Best Management Practices (BMPs) within the proposed system prioritize Nitrogen removal. For

detailed computations on Nitrogen and Phosphorous removal, please refer to Appendix E of the report.

3.4 MassDEP Stormwater Management Standards

R. Levesque Associates, Inc. has designed the proposed stormwater management system to be in compliance with the MassDEP Stormwater Management Standards. Chapter 1, Volume 3 of the MassDEP Handbook outlines specific calculations, and other information, which must be submitted with each report to document compliance. The following summary highlights elements of the proposed project and how they apply to each standard.

- *Standard #1 - No new stormwater conveyances (e.g., outfalls) may discharge untreated stormwater directly to or cause erosion in wetlands or waters of the Commonwealth.*

The proposed project provides best management practices designed to the guidelines of the MassDEP Handbook. Therefore, no new untreated stormwater is discharged.

- *Standard #2 – Stormwater management systems shall be designed so that post-development peak discharge rates do not exceed pre-development peak discharge rates. This Standard may be waived for discharges to land subject to coastal storm flowage as defined in 310 CMR 10.04.*

The proposed stormwater management system has been designed such that the post-development peak discharge rates do not exceed the pre-development peak discharge rates for the 2-year, 10-year, 25-year and 100-year 24-hour storms. See Appendix C for the Hydrologic Analysis.

- *Standard #3 - Loss of annual recharge to groundwater shall be eliminated or minimized through the use of environmentally sensitive site design, low impact development techniques, stormwater BMPs, and good operation and maintenance. At a minimum, the annual recharge from the post-development site shall approximate the annual recharge from pre-development conditions based on soil type. This Standard is met when the stormwater management system is designed to infiltrate the required volume as determined in accordance with the Massachusetts Stormwater Handbook.*

This standard has been met fully. The proposed subsurface infiltration basin has been designed with the capacity to infiltrate the required recharge volume for the tributary impervious areas. See Appendix E for the Required Recharge Volume Calculations.

- *Standard #4 – Stormwater management systems shall be designed to remove 80% of the average annual post-construction load of TSS. It is presumed that this standard is met when:*

- a. Suitable practices for source control and pollution prevention are identified in a long-term pollution prevention plan, and thereafter are implemented and maintained;*
- b. Structural stormwater BMPs practices are sized to capture the required water quality volume determined in accordance with the Massachusetts Stormwater Handbook; and*
- c. Pretreatment is provided in accordance with the Massachusetts Stormwater Handbook*

The stormwater management system has been designed with two new drainage connections to the existing drainage infrastructure in Canal Street. The treatment train for each are as follows:

Northerly Connection: The treatment train consists of deep sump hooded catch basins and a proprietary sedimentation device prior to discharge to Canal Street.

Southerly Connection: The treatment train consists of deep sump hooded catch basins and a proprietary sedimentation device to provide the required total suspended solids pre-treatment prior to discharge to the subsurface infiltration basin. The subsurface infiltration basin has been designed to retain the required volume to provide total phosphorus and total nitrogen removal efficiencies prior to discharge to Canal Street.

The total TSS removed in the proposed design is greater than the required 80% TSS removal for both drainage connections. See Appendix E for the Water Quality and Total Suspended Solids Removal Calculations.

- *Standard #5 - For land uses with higher potential pollutant loads, source control and pollution prevention shall be implemented in accordance with the Massachusetts Stormwater Handbook to eliminate or reduce the discharge of stormwater runoff from such land uses to the maximum extent practicable. If through source control and/or pollution prevention all land uses with higher potential pollutant loads cannot be completely protected from exposure to rain, snow, snow melt, and stormwater runoff, the proponent shall use the specific structural stormwater BMPs determined by MassDEP to be suitable for such uses as provided in the Massachusetts Stormwater Handbook. Stormwater discharges from land uses with higher potential pollutant loads shall also comply with the requirements of the Massachusetts Clean Waters Act, M.G.L. c. 21, §§ 26-53 and the regulations promulgated thereunder at 314 CMR 3.00, 314 CMR 4.00 and 314 CMR 5.00.*

The proposed stormwater management system has been designed to the 1.0-inch water quality volume in accordance with Standard 5. Additionally, proprietary sedimentation devices with capacity to remove and store hydrocarbons have been proposed. See Appendix E for the required calculations.

- *Standard #6 – Stormwater discharges within the Zone II or Interim Wellhead Protection Area of a public water supply, and stormwater discharges near or to any other critical area, require the use of the specific source control and pollution prevention measures and the specific structural stormwater BMPs determined by MassDEP to be suitable for managing discharges to such areas, as provided in the Massachusetts Stormwater Handbook. A discharge is near a critical area if there is a strong likelihood of a significant impact occurring to said area, taking into account site-specific factors. Stormwater discharges to Outstanding Resource Waters and Special Resource Waters shall be removed and set back from the receiving water or wetland and receive the highest and best practical method of treatment. A “storm water discharge” as defined in 314 CMR 3.04(2)(a)1 or (b) to an Outstanding Resource Water or Special Resource Water shall comply with 314 CMR 3.00 and 314 CMR 4.00. Stormwater discharges to a Zone I or Zone A are prohibited unless essential to the operation of a public water supply.*

This standard is not applicable.

- *Standard #7 – A redevelopment project is required to meet the following Stormwater Management Standards only to the maximum extent practicable: Standard 2, Standard 3, and the pretreatment and structural BMPs requirements of Standards 4, 5, and 6. Existing stormwater discharges shall comply with Standard 1 only to the maximum extent practicable. A redevelopment project shall also comply with all other requirements of the Stormwater Management Standards and improve existing conditions.*

The proposed site improvements provide an overall reduction in impervious areas and provide stormwater best management practices which currently do not exist. As such, the project qualifies as a redevelopment project and is subject to the MassDEP Stormwater Standards to the maximum extent practicable. However, every effort has been made to design a stormwater management system that is in full compliance with the standards.

- *Standard #8 – A plan to control construction-related impacts including erosion, sedimentation and other pollutant sources during construction and land disturbance activities (construction period erosion, sedimentation, and pollution prevention) shall be developed and implemented.*

A Construction Period Erosion Control Plan has been provided in Appendix F.

- *Standard #9 – A long-term operation and maintenance plan shall be developed and implemented to ensure that stormwater management systems function as designed.*

A Long-term Operation & Maintenance Plan has been provided in Appendix G.

- *Standard #10 - All illicit discharges to the stormwater management system are prohibited.*

An illicit discharge statement will be provided prior to discharge of stormwater to post-construction BMPs. See Appendix H for a copy of the Illicit Discharge Statement.

3.5 Stormwater Best Management Practices

The proposed stormwater management system was designed utilizing stormwater best management practices (BMP) as set forth by the MassDEP Handbook. The BMPs utilized as part of the stormwater management system include deep-sump hooded catch basins, proprietary sedimentation devices, and a subsurface infiltration basin. All of the BMPs were designed to meet the requirements of the MassDEP Handbook and will provide water quality treatment and peak rate attenuation in order to mitigate the impacts of the proposed site improvements. See Appendix E – MassDEP Calculations for the calculations required to document compliance. The following section provides a description of the best management practices (BMPs) being utilized on site.

3.5.1 Deep Sump Hooded Catch Basins

Deep-sump catch basins equipped with an oil/gas hoods are being utilized as structural pretreatment devices within the proposed stormwater management system. The catch basins will be constructed with a 4'-0" deep sumps to act as a settling chamber and allow for adequate storage of collected sediments. Additionally, each catch basin will have a hood installed such that any floatable materials, including trash, oil, and grease will be captured and contained within the catch basin until maintenance can be performed. Catch basins are typically first in the line of water quality treatment.

3.5.2 Proprietary Sedimentation Devices

Proprietary sedimentation devices are being utilized on site for the pretreatment of stormwater runoff prior to conveyance to the down-gradient drainage infrastructure. Due to the stormwater management system utilizing an infiltration basin, pretreatment of the stormwater runoff is essential to providing higher water quality prior to infiltration. As much sediment, floatables, and hydrocarbons should be removed from the stormwater runoff as possible to avoid contamination of the infiltration media. Maintenance of the proprietary devices are crucial to the long-term effectiveness of the stormwater management system.

3.5.3 Subsurface Infiltration Basin

Subsurface Infiltration Basins are well suited to provide groundwater infiltration from watershed areas such as those associated with this project to provide groundwater recharge and peak-discharge rate attenuation. The subsurface infiltration basin consists of underground stormwater chambers embedded in stone. Stormwater discharge is conveyed to the subsurface infiltration basin via up-gradient drainage infrastructure.

3.6 Protection of Stormwater Best Management Practices during Construction

Protection of the stormwater best management practices during construction will ensure the proper functioning of the stormwater management system and provide protection to the undisturbed areas until the site has been stabilized. Certain specific erosion and sedimentation controls and good practices to be performed by the site contractor have been documented in a Construction Period Erosion Control Plan. See Appendix F – Construction Period Erosion Control Plan.

3.7 Inspection and Maintenance of Stormwater Best Management Practices

Frequent maintenance of the stormwater best management practices is essential to ensuring that the stormwater management system will function properly long-term. The MassDEP provides guidelines for the regular inspection and maintenance of the proposed stormwater best management practices. A Long-Term Stormwater Operation and Maintenance Plan has been prepared which dictates the inspection frequency and maintenance operations for each BMP. See Appendix G – Long-Term Operation and Maintenance Plan.

3.8 Illicit Discharge Compliance Statement

RLA has prepared an Illicit Discharge Compliance Statement to document compliance with the Massachusetts Department of Environmental Protection Stormwater Management Handbook, see Appendix H.

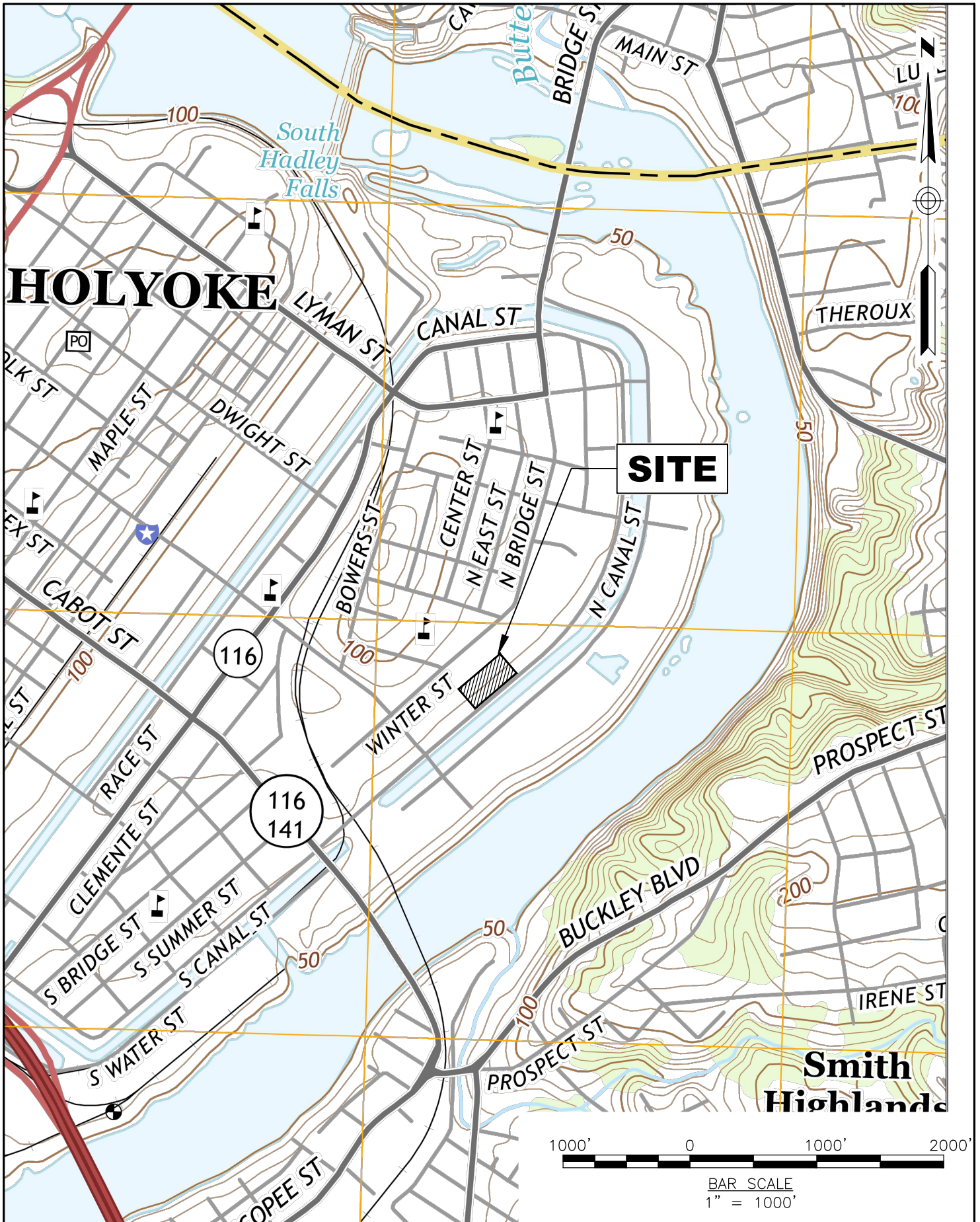
3.9 Low-Impact Development Alternatives Analysis Narrative

RLA has prepared a Low-Impact Development Alternatives Analysis Narrative as part of the Stormwater Drainage Report, see Appendix I.

4. CONCLUSION

The proposed stormwater management system has been designed to mitigate the impacts of the proposed site improvements by providing a control for runoff water quality and water quantity. Implementation of stormwater best management practices such as deep sump hooded catch basins, proprietary sedimentation devices, and a subsurface infiltration basin will allow for a stormwater drainage design that is in conformance with the criteria set forth in the Holyoke Stormwater Authority Stormwater Regulations as well as the Massachusetts Department of Environmental Protection Stormwater Management Handbook.

Figure 1: Site Locus – USGS Map



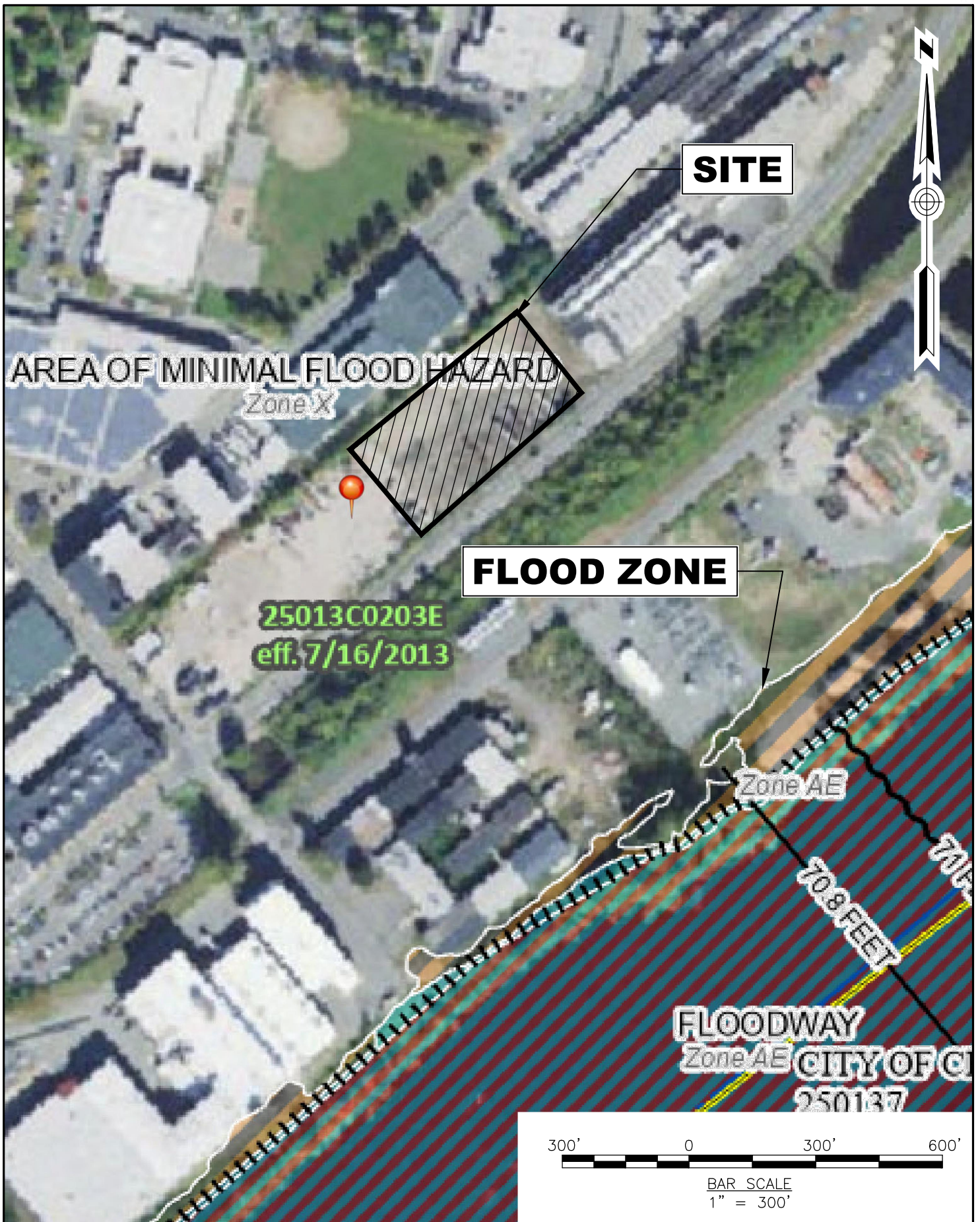
R LEVESQUE ASSOCIATES, INC
A Land Planning Services Company
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ph: 413.568.0985 fax: 413.568.0986 rland.com

SITE LOCUS
USGS MAP

L.N. Berneche, Inc.
665 Prospect Street
Chicopee, Massachusetts 01020
Proposed Motor Vehicle Repair Garage
37 Appleton Street
Holyoke, Massachusetts 01040

JOB NO: 240706
DATE: 10/30/2024
SCALE: AS NOTED
FIG-1

Figure 2: FEMA Flood Map



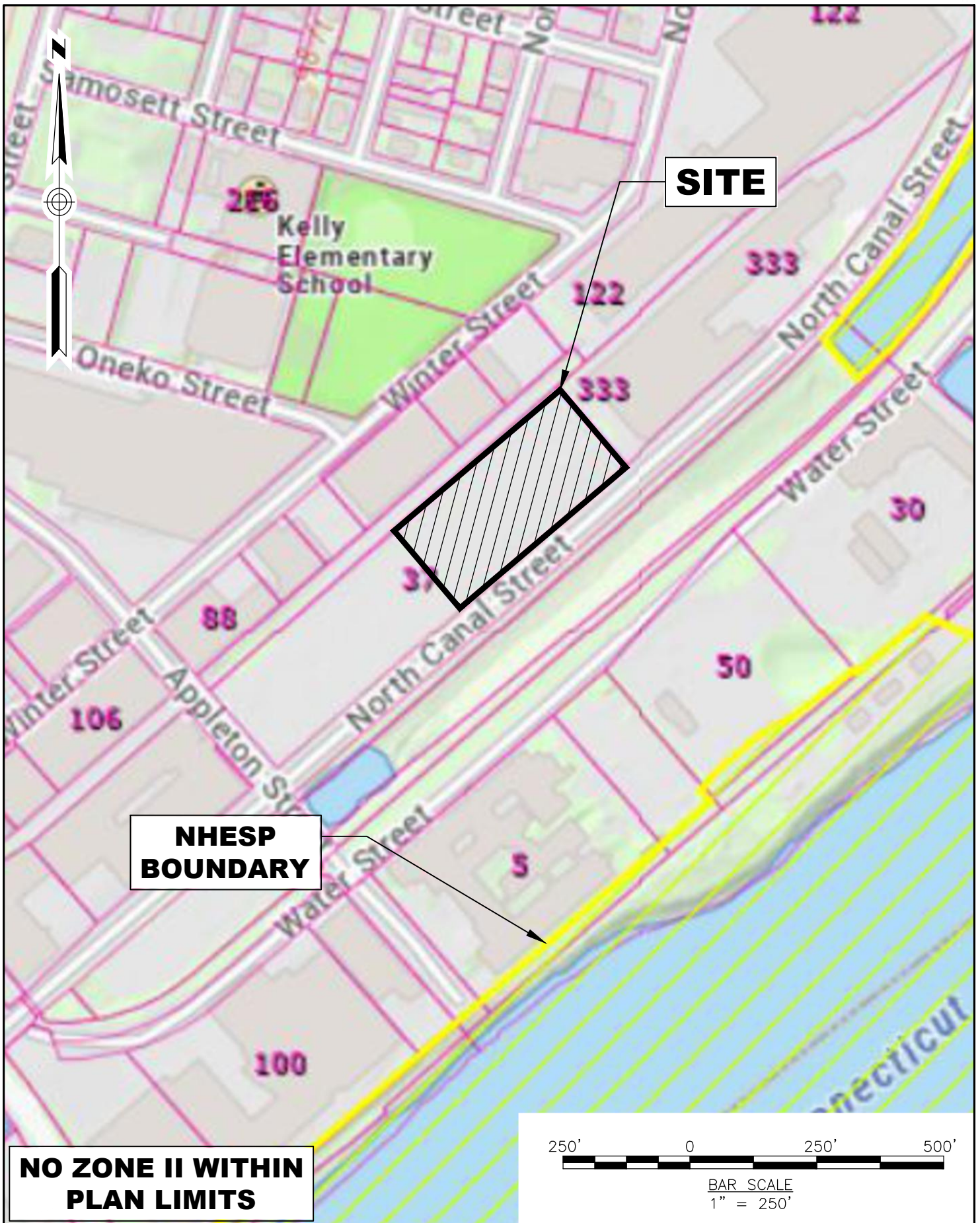
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	A Land Planning Services Company
	40 School Street · P.O. Box 640 · Westfield, MA 01086 ph: 413.568.0985 fax: 413.568.0986 rland.com

FLOOD RATE INSURANCE MAP

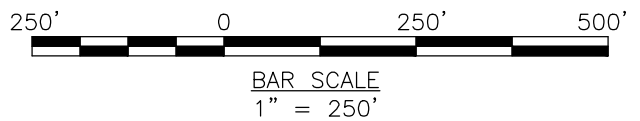
L.N. Berneche, Inc. 665 Prospect Street Chicopee, Massachusetts 01020
Proposed Motor Vehicle Repair Garage 37 Appleton Street Holyoke, Massachusetts 01040

JOB NO: 240706 DATE: 10/30/2024 SCALE: AS NOTED
FIG-2

Figure 3: NHESP & Zone II Map

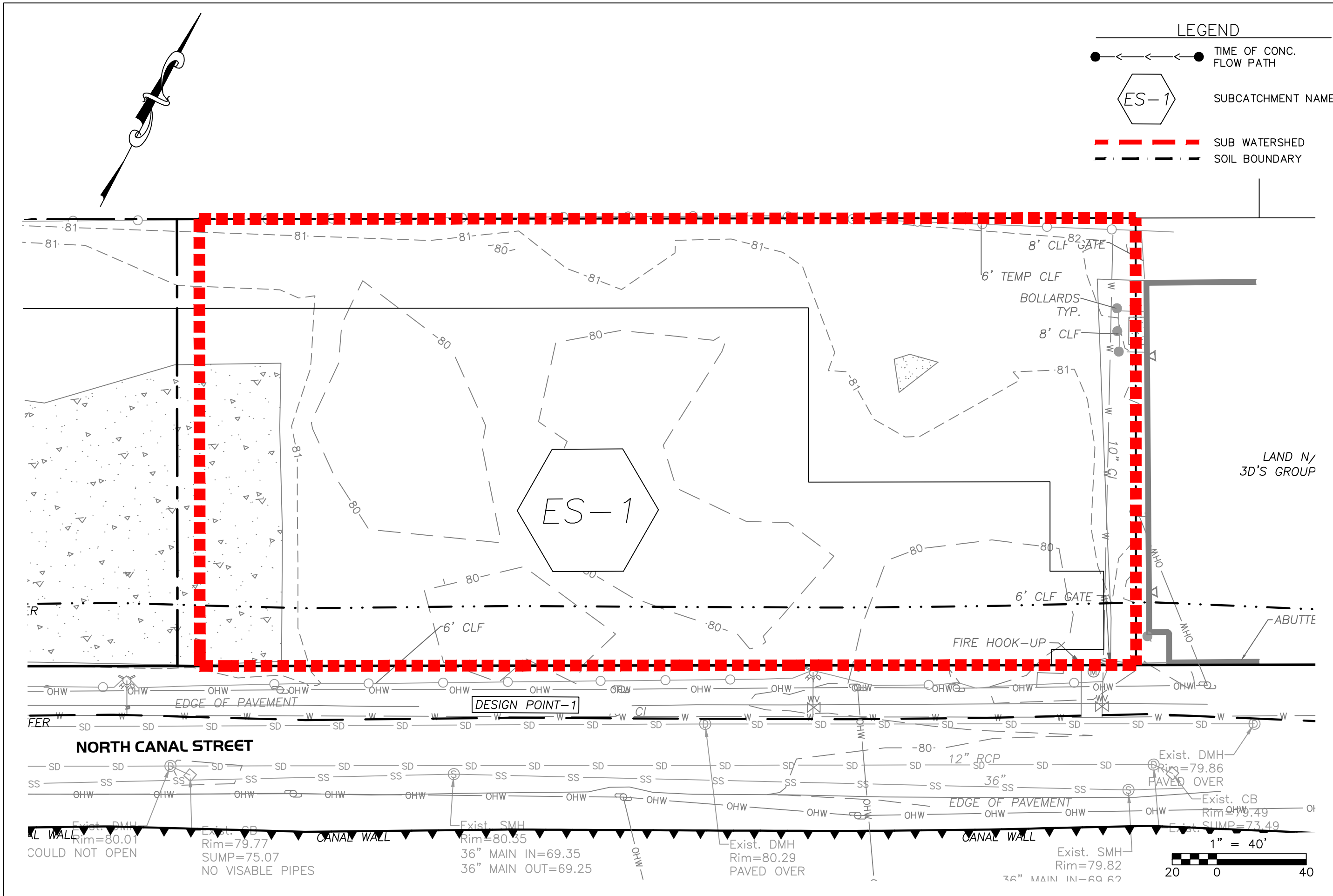


**NO ZONE II WITHIN
PLAN LIMITS**



	R LEVESQUE ASSOCIATES, INC A Land Planning Services Company 40 School Street · P.O. Box 640 · Westfield, MA 01086 ph: 413.568.0985 fax: 413.568.0986 rland.com	NHESP & ZONE II	L.N. Berneche, Inc. 665 Prospect Street Chicopee, Massachusetts 01020 Proposed Motor Vehicle Repair Garage 37 Appleton Street Holyoke, Massachusetts 01040	JOB NO: 240706 DATE: 10/30/2024 SCALE: AS NOTED FIG-3
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Figure 4: Pre-Development Watershed Plan



R LEVESQUE ASSOCIATES, INC	
A Land Planning Services Company	
40 School Street · P.O. Box 640 · Westfield, MA 01086 ph: 413.568.0985 fax: 413.568.0986 rlandand.com	
Pre-Development Watershed Plan	
Proposed Motor Vehicle Repair Garage 37 Appleton Street Holyoke, MA 01040	L.N. Berneche, Inc. 665 Prospect Street Chicopee, Massachusetts 01020
JOB NO.: 240706	
DATE: 10/30/24	
SCALE: As Noted	
FIG-4	

Figure 5: Post-Development Watershed Plan

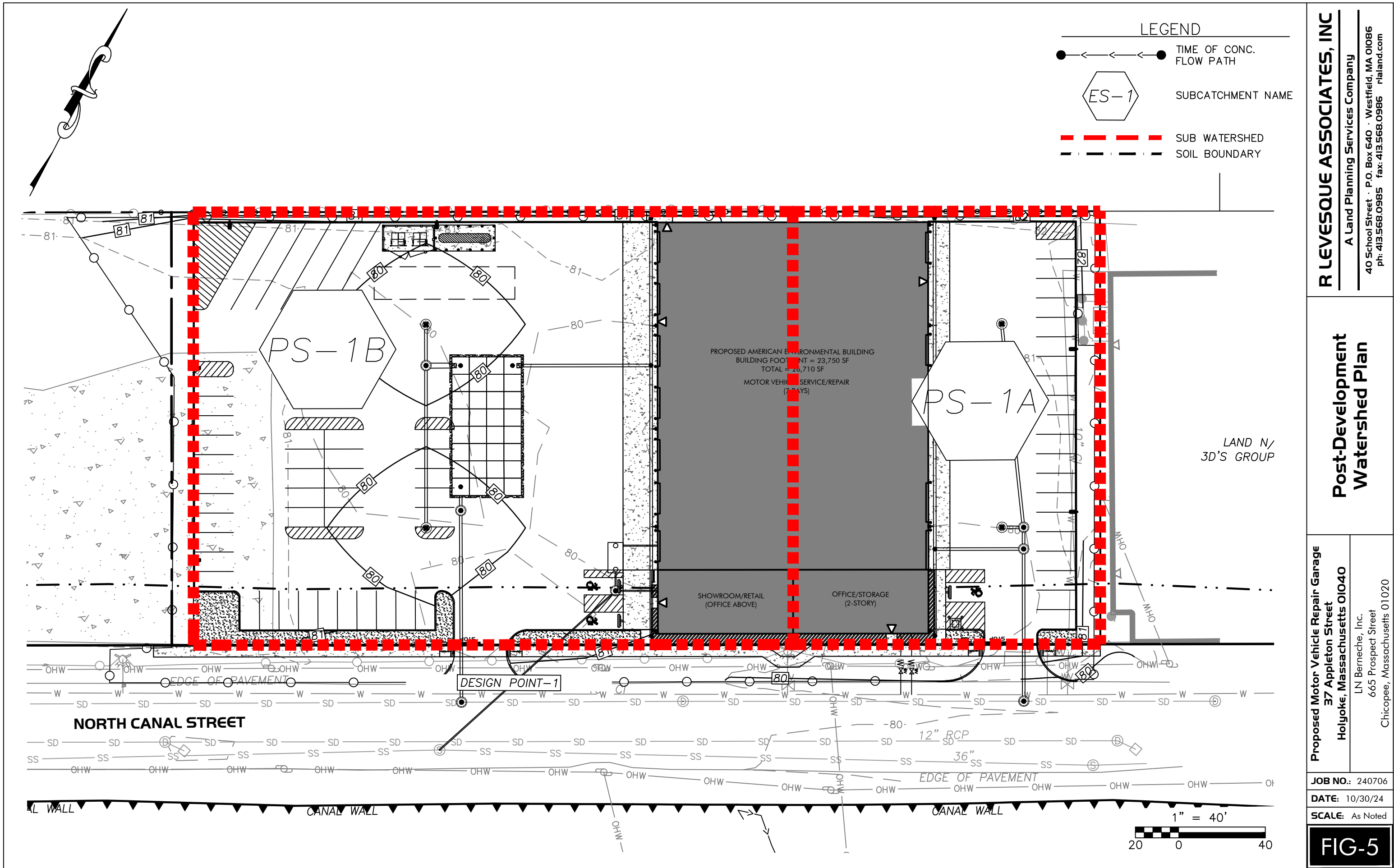


Figure 6: Inlet Area Plan

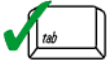
Appendix A: Checklist for Stormwater Report



Checklist for Stormwater Report

A. Introduction

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



A Stormwater Report must be submitted with the Notice of Intent permit application to document compliance with the Stormwater Management Standards. The following checklist is NOT a substitute for the Stormwater Report (which should provide more substantive and detailed information) but is offered here as a tool to help the applicant organize their Stormwater Management documentation for their Report and for the reviewer to assess this information in a consistent format. As noted in the Checklist, the Stormwater Report must contain the engineering computations and supporting information set forth in Volume 3 of the [Massachusetts Stormwater Handbook](#). The Stormwater Report must be prepared and certified by a Registered Professional Engineer (RPE) licensed in the Commonwealth.

The Stormwater Report must include:

- The Stormwater Checklist completed and stamped by a Registered Professional Engineer (see page 2) that certifies that the Stormwater Report contains all required submittals.¹ This Checklist is to be used as the cover for the completed Stormwater Report.
- Applicant/Project Name
- Project Address
- Name of Firm and Registered Professional Engineer that prepared the Report
- Long-Term Pollution Prevention Plan required by Standards 4-6
- Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan required by Standard 8²
- Operation and Maintenance Plan required by Standard 9

In addition to all plans and supporting information, the Stormwater Report must include a brief narrative describing stormwater management practices, including environmentally sensitive site design and LID techniques, along with a diagram depicting runoff through the proposed BMP treatment train. Plans are required to show existing and proposed conditions, identify all wetland resource areas, NRCS soil types, critical areas, Land Uses with Higher Potential Pollutant Loads (LUHPPL), and any areas on the site where infiltration rate is greater than 2.4 inches per hour. The Plans shall identify the drainage areas for both existing and proposed conditions at a scale that enables verification of supporting calculations.

As noted in the Checklist, the Stormwater Management Report shall document compliance with each of the Stormwater Management Standards as provided in the Massachusetts Stormwater Handbook. The soils evaluation and calculations shall be done using the methodologies set forth in Volume 3 of the Massachusetts Stormwater Handbook.

To ensure that the Stormwater Report is complete, applicants are required to fill in the Stormwater Report Checklist by checking the box to indicate that the specified information has been included in the Stormwater Report. If any of the information specified in the checklist has not been submitted, the applicant must provide an explanation. The completed Stormwater Report Checklist and Certification must be submitted with the Stormwater Report.

¹ The Stormwater Report may also include the Illicit Discharge Compliance Statement required by Standard 10. If not included in the Stormwater Report, the Illicit Discharge Compliance Statement must be submitted prior to the discharge of stormwater runoff to the post-construction best management practices.

² For some complex projects, it may not be possible to include the Construction Period Erosion and Sedimentation Control Plan in the Stormwater Report. In that event, the issuing authority has the discretion to issue an Order of Conditions that approves the project and includes a condition requiring the proponent to submit the Construction Period Erosion and Sedimentation Control Plan before commencing any land disturbance activity on the site.



Checklist for Stormwater Report

B. Stormwater Checklist and Certification

The following checklist is intended to serve as a guide for applicants as to the elements that ordinarily need to be addressed in a complete Stormwater Report. The checklist is also intended to provide conservation commissions and other reviewing authorities with a summary of the components necessary for a comprehensive Stormwater Report that addresses the ten Stormwater Standards.

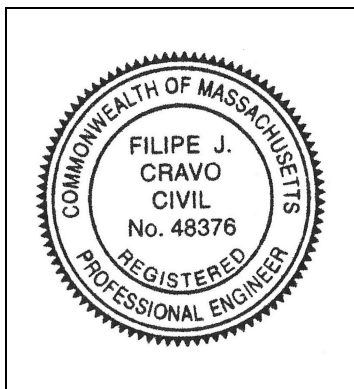
Note: Because stormwater requirements vary from project to project, it is possible that a complete Stormwater Report may not include information on some of the subjects specified in the Checklist. If it is determined that a specific item does not apply to the project under review, please note that the item is not applicable (N.A.) and provide the reasons for that determination.

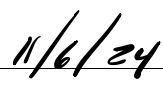
A complete checklist must include the Certification set forth below signed by the Registered Professional Engineer who prepared the Stormwater Report.

Registered Professional Engineer's Certification

I have reviewed the Stormwater Report, including the soil evaluation, computations, Long-term Pollution Prevention Plan, the Construction Period Erosion and Sedimentation Control Plan (if included), the Long-term Post-Construction Operation and Maintenance Plan, the Illicit Discharge Compliance Statement (if included) and the plans showing the stormwater management system, and have determined that they have been prepared in accordance with the requirements of the Stormwater Management Standards as further elaborated by the Massachusetts Stormwater Handbook. I have also determined that the information presented in the Stormwater Checklist is accurate and that the information presented in the Stormwater Report accurately reflects conditions at the site as of the date of this permit application.

Registered Professional Engineer Block and Signature



 
Signature and Date

Checklist

Project Type: Is the application for new development, redevelopment, or a mix of new and redevelopment?

- ☐ New development
- ☒ Redevelopment
- ☐ Mix of New Development and Redevelopment



Checklist for Stormwater Report

Checklist (continued)

LID Measures: Stormwater Standards require LID measures to be considered. Document what environmentally sensitive design and LID Techniques were considered during the planning and design of the project:

- ☒ No disturbance to any Wetland Resource Areas
- ☐ Site Design Practices (e.g. clustered development, reduced frontage setbacks)
- ☒ Reduced Impervious Area (Redevelopment Only)
- ☐ Minimizing disturbance to existing trees and shrubs
- ☐ LID Site Design Credit Requested:
 - ☐ Credit 1
 - ☐ Credit 2
 - ☐ Credit 3
- ☐ Use of "country drainage" versus curb and gutter conveyance and pipe
- ☐ Bioretention Cells (includes Rain Gardens)
- ☐ Constructed Stormwater Wetlands (includes Gravel Wetlands designs)
- ☐ Treebox Filter
- ☐ Water Quality Swale
- ☐ Grass Channel
- ☐ Green Roof
- ☒ Other (describe): Proprietary Sedimentation Device

Standard 1: No New Untreated Discharges

- ☒ No new untreated discharges
- ☒ Outlets have been designed so there is no erosion or scour to wetlands and waters of the Commonwealth
- ☒ Supporting calculations specified in Volume 3 of the Massachusetts Stormwater Handbook included.



Checklist for Stormwater Report

Checklist (continued)

Standard 2: Peak Rate Attenuation

- ☐ Standard 2 waiver requested because the project is located in land subject to coastal storm flowage and stormwater discharge is to a wetland subject to coastal flooding.
- ☒ Evaluation provided to determine whether off-site flooding increases during the 100-year 24-hour storm.
- ☒ Calculations provided to show that post-development peak discharge rates do not exceed pre-development rates for the 2-year and 10-year 24-hour storms. If evaluation shows that off-site flooding increases during the 100-year 24-hour storm, calculations are also provided to show that post-development peak discharge rates do not exceed pre-development rates for the 100-year 24-hour storm.

Standard 3: Recharge

- ☒ Soil Analysis provided.
- ☒ Required Recharge Volume calculation provided.
- ☐ Required Recharge volume reduced through use of the LID site Design Credits.
- ☒ Sizing the infiltration, BMPs is based on the following method: Check the method used.
 - ☒ Static
 - ☐ Simple Dynamic
 - ☐ Dynamic Field¹
- ☐ Runoff from all impervious areas at the site discharging to the infiltration BMP.
- ☒ Runoff from all impervious areas at the site is *not* discharging to the infiltration BMP and calculations are provided showing that the drainage area contributing runoff to the infiltration BMPs is sufficient to generate the required recharge volume.
- ☒ Recharge BMPs have been sized to infiltrate the Required Recharge Volume.
- ☐ Recharge BMPs have been sized to infiltrate the Required Recharge Volume *only* to the maximum extent practicable for the following reason:
 - ☐ Site is comprised solely of C and D soils and/or bedrock at the land surface
 - ☐ M.G.L. c. 21E sites pursuant to 310 CMR 40.0000
 - ☐ Solid Waste Landfill pursuant to 310 CMR 19.000
 - ☐ Project is otherwise subject to Stormwater Management Standards only to the maximum extent practicable.
- ☒ Calculations showing that the infiltration BMPs will drain in 72 hours are provided.
- ☐ Property includes a M.G.L. c. 21E site or a solid waste landfill and a mounding analysis is included.

¹ 80% TSS removal is required prior to discharge to infiltration BMP if Dynamic Field method is used.



Checklist for Stormwater Report

Checklist (continued)

Standard 3: Recharge (continued)

- ☐ The infiltration BMP is used to attenuate peak flows during storms greater than or equal to the 10-year 24-hour storm and separation to seasonal high groundwater is less than 4 feet and a mounding analysis is provided.
- ☒ Documentation is provided showing that infiltration BMPs do not adversely impact nearby wetland resource areas.

Standard 4: Water Quality

The Long-Term Pollution Prevention Plan typically includes the following:

- Good housekeeping practices;
 - Provisions for storing materials and waste products inside or under cover;
 - Vehicle washing controls;
 - Requirements for routine inspections and maintenance of stormwater BMPs;
 - Spill prevention and response plans;
 - Provisions for maintenance of lawns, gardens, and other landscaped areas;
 - Requirements for storage and use of fertilizers, herbicides, and pesticides;
 - Pet waste management provisions;
 - Provisions for operation and management of septic systems;
 - Provisions for solid waste management;
 - Snow disposal and plowing plans relative to Wetland Resource Areas;
 - Winter Road Salt and/or Sand Use and Storage restrictions;
 - Street sweeping schedules;
 - Provisions for prevention of illicit discharges to the stormwater management system;
 - Documentation that Stormwater BMPs are designed to provide for shutdown and containment in the event of a spill or discharges to or near critical areas or from LUHPPL;
 - Training for staff or personnel involved with implementing Long-Term Pollution Prevention Plan;
 - List of Emergency contacts for implementing Long-Term Pollution Prevention Plan.
- ☒ A Long-Term Pollution Prevention Plan is attached to Stormwater Report and is included as an attachment to the Wetlands Notice of Intent.
 - ☒ Treatment BMPs subject to the 44% TSS removal pretreatment requirement and the one inch rule for calculating the water quality volume are included, and discharge:
 - ☐ is within the Zone II or Interim Wellhead Protection Area
 - ☐ is near or to other critical areas
 - ☒ is within soils with a rapid infiltration rate (greater than 2.4 inches per hour)
 - ☒ involves runoff from land uses with higher potential pollutant loads.
 - ☐ The Required Water Quality Volume is reduced through use of the LID site Design Credits.
 - ☒ Calculations documenting that the treatment train meets the 80% TSS removal requirement and, if applicable, the 44% TSS removal pretreatment requirement, are provided.



Checklist for Stormwater Report

Checklist (continued)

Standard 4: Water Quality (continued)

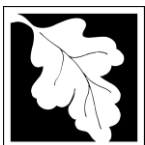
- ☒ The BMP is sized (and calculations provided) based on:
 - ☐ The ½" or 1" Water Quality Volume or
 - ☒ The equivalent flow rate associated with the Water Quality Volume and documentation is provided showing that the BMP treats the required water quality volume.
- ☒ The applicant proposes to use proprietary BMPs, and documentation supporting use of proprietary BMP and proposed TSS removal rate is provided. This documentation may be in the form of the propriety BMP checklist found in Volume 2, Chapter 4 of the Massachusetts Stormwater Handbook and submitting copies of the TARP Report, STEP Report, and/or other third party studies verifying performance of the proprietary BMPs.
- ☐ A TMDL exists that indicates a need to reduce pollutants other than TSS and documentation showing that the BMPs selected are consistent with the TMDL is provided.

Standard 5: Land Uses With Higher Potential Pollutant Loads (LUHPPLs)

- ☐ The NPDES Multi-Sector General Permit covers the land use and the Stormwater Pollution Prevention Plan (SWPPP) has been included with the Stormwater Report.
- ☐ The NPDES Multi-Sector General Permit covers the land use and the SWPPP will be submitted **prior to** the discharge of stormwater to the post-construction stormwater BMPs.
- ☐ The NPDES Multi-Sector General Permit does **not** cover the land use.
- ☐ LUHPPLs are located at the site and industry specific source control and pollution prevention measures have been proposed to reduce or eliminate the exposure of LUHPPLs to rain, snow, snow melt and runoff, and been included in the long term Pollution Prevention Plan.
- ☐ All exposure has been eliminated.
- ☐ All exposure has **not** been eliminated and all BMPs selected are on MassDEP LUHPPL list.
- ☒ The LUHPPL has the potential to generate runoff with moderate to higher concentrations of oil and grease (e.g. all parking lots with >1000 vehicle trips per day) and the treatment train includes an oil grit separator, a filtering bioretention area, a sand filter or equivalent.

Standard 6: Critical Areas

- ☐ The discharge is near or to a critical area and the treatment train includes only BMPs that MassDEP has approved for stormwater discharges to or near that particular class of critical area.
- ☐ Critical areas and BMPs are identified in the Stormwater Report.



Checklist for Stormwater Report

Checklist (continued)

Standard 7: Redevelopments and Other Projects Subject to the Standards only to the maximum extent practicable

- ☒ The project is subject to the Stormwater Management Standards only to the maximum Extent Practicable as a:
 - ☐ Limited Project
 - ☐ Small Residential Projects: 5-9 single family houses or 5-9 units in a multi-family development provided there is no discharge that may potentially affect a critical area.
 - ☐ Small Residential Projects: 2-4 single family houses or 2-4 units in a multi-family development with a discharge to a critical area
 - ☐ Marina and/or boatyard provided the hull painting, service and maintenance areas are protected from exposure to rain, snow, snow melt and runoff
 - ☐ Bike Path and/or Foot Path
- ☒ Redevelopment Project
- ☐ Redevelopment portion of mix of new and redevelopment.
- ☐ Certain standards are not fully met (Standard No. 1, 8, 9, and 10 must always be fully met) and an explanation of why these standards are not met is contained in the Stormwater Report.
- ☒ The project involves redevelopment and a description of all measures that have been taken to improve existing conditions is provided in the Stormwater Report. The redevelopment checklist found in Volume 2 Chapter 3 of the Massachusetts Stormwater Handbook may be used to document that the proposed stormwater management system (a) complies with Standards 2, 3 and the pretreatment and structural BMP requirements of Standards 4-6 to the maximum extent practicable and (b) improves existing conditions.

Standard 8: Construction Period Pollution Prevention and Erosion and Sedimentation Control

A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan must include the following information:

- Narrative;
 - Construction Period Operation and Maintenance Plan;
 - Names of Persons or Entity Responsible for Plan Compliance;
 - Construction Period Pollution Prevention Measures;
 - Erosion and Sedimentation Control Plan Drawings;
 - Detail drawings and specifications for erosion control BMPs, including sizing calculations;
 - Vegetation Planning;
 - Site Development Plan;
 - Construction Sequencing Plan;
 - Sequencing of Erosion and Sedimentation Controls;
 - Operation and Maintenance of Erosion and Sedimentation Controls;
 - Inspection Schedule;
 - Maintenance Schedule;
 - Inspection and Maintenance Log Form.
- ☒ A Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan containing the information set forth above has been included in the Stormwater Report.



Checklist for Stormwater Report

Checklist (continued)

Standard 8: Construction Period Pollution Prevention and Erosion and Sedimentation Control (continued)

- ☐ The project is highly complex and information is included in the Stormwater Report that explains why it is not possible to submit the Construction Period Pollution Prevention and Erosion and Sedimentation Control Plan with the application. A Construction Period Pollution Prevention and Erosion and Sedimentation Control has **not** been included in the Stormwater Report but will be submitted **before** land disturbance begins.
- ☐ The project is **not** covered by a NPDES Construction General Permit.
- ☐ The project is covered by a NPDES Construction General Permit and a copy of the SWPPP is in the Stormwater Report.
- ☒ The project is covered by a NPDES Construction General Permit but no SWPPP been submitted. The SWPPP will be submitted BEFORE land disturbance begins.

Standard 9: Operation and Maintenance Plan

- ☒ The Post Construction Operation and Maintenance Plan is included in the Stormwater Report and includes the following information:
 - ☒ Name of the stormwater management system owners;
 - ☒ Party responsible for operation and maintenance;
 - ☒ Schedule for implementation of routine and non-routine maintenance tasks;
 - ☒ Plan showing the location of all stormwater BMPs maintenance access areas;
 - ☒ Description and delineation of public safety features;
 - ☒ Estimated operation and maintenance budget; and
 - ☒ Operation and Maintenance Log Form.
- ☐ The responsible party is **not** the owner of the parcel where the BMP is located and the Stormwater Report includes the following submissions:
 - ☐ A copy of the legal instrument (deed, homeowner's association, utility trust or other legal entity) that establishes the terms of and legal responsibility for the operation and maintenance of the project site stormwater BMPs;
 - ☐ A plan and easement deed that allows site access for the legal entity to operate and maintain BMP functions.

Standard 10: Prohibition of Illicit Discharges

- ☐ The Long-Term Pollution Prevention Plan includes measures to prevent illicit discharges;
- ☒ An Illicit Discharge Compliance Statement is attached;
- ☐ NO Illicit Discharge Compliance Statement is attached but will be submitted **prior to** the discharge of any stormwater to post-construction BMPs.

Appendix B: Soils Information

- NRCS Soils Report
- Test Pit Log Information



United States
Department of
Agriculture

NRCS

Natural
Resources
Conservation
Service

A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

Custom Soil Resource Report for Hampden County, Massachusetts, Central Part



Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<https://offices.sc.egov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

Custom Soil Resource Report

identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Custom Soil Resource Report
Soil Map



MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features

 Blowout

 Borrow Pit

 Clay Spot

 Closed Depression

 Gravel Pit

 Gravelly Spot

 Landfill

 Lava Flow

 Marsh or swamp

 Mine or Quarry

 Miscellaneous Water

 Perennial Water

 Rock Outcrop

 Saline Spot

 Sandy Spot

 Severely Eroded Spot

 Sinkhole

 Slide or Slip

 Sodic Spot

 Spoil Area

 Stony Spot

 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

Water Features

 Streams and Canals

Transportation

 Rails

 Interstate Highways

 US Routes

 Major Roads

 Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Hampden County, Massachusetts, Central Part
Survey Area Data: Version 18, Aug 27, 2024

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Oct 15, 2020—Oct 31, 2020

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background

MAP LEGEND

MAP INFORMATION

imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
602	Urban land	4.1	100.0%
Totals for Area of Interest		4.1	100.0%

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Hampden County, Massachusetts, Central Part

602—Urban land

Map Unit Setting

National map unit symbol: 99rq

Frost-free period: 150 to 195 days

Farmland classification: Not prime farmland

Map Unit Composition

Urban land: 100 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Urban Land

Setting

Landform position (two-dimensional): Toeslope

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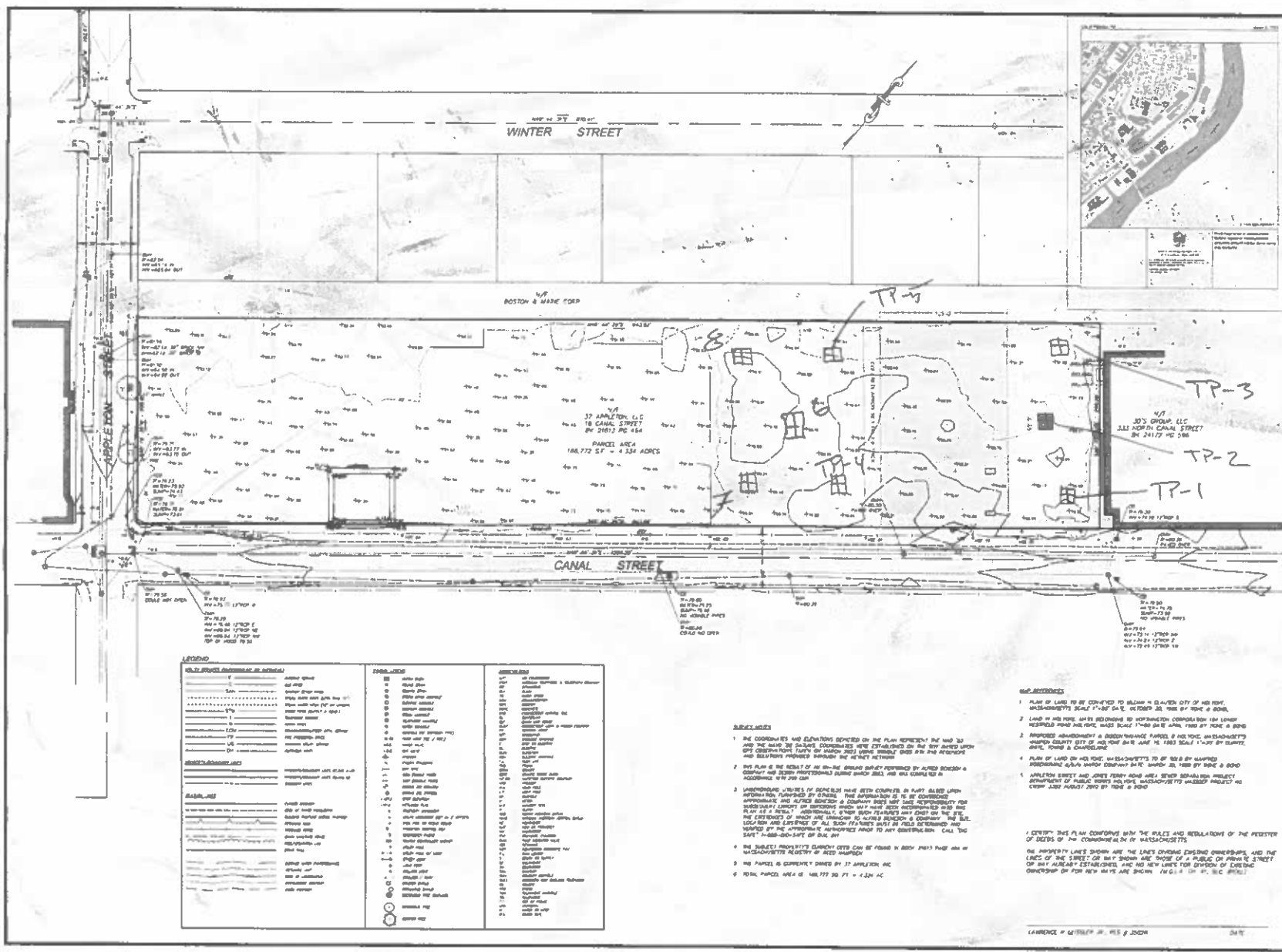
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NOT TO SCALE
DATE: 10/10/00
BY: J. J. J.



BOUNDARY TOPOGRAPHIC SURVEY PREPARED FOR AMERICAN ENVIRONMENTAL, INC. APPLETON STREET-CANAL STREET BOSTON, MASSACHUSETTS		SCALE: HORIZ. 1" = 30' VERT. 1" = 10' BENCHMARK: DAVID H. H. 1885 VERT. ADJUSTED: 1885 DATE: 10/10/00
PREPARED BY: benesch BOSTON, MASSACHUSETTS DATE: 10/10/00		TITLE: SV.01



Commonwealth of Massachusetts

City/Town of Holyoke

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

Appleton St

C. On-Site Review (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: TP-1 Hole #
Date 8/28/24 Time 9:15 Weather Sunny Temperature 76°
Latitude _____ Longitude _____1. Land Use: Vacant
(e.g., woodland, agricultural field, vacant lot, etc.)
Vegetation _____ Surface Stones (e.g., cobbles, stones, boulders, etc.) N/A
Slope (%) 0Description of Location: Old factory location, closest to road2. Soil Parent Material: _____
Landform _____ Position on Landscape (SU, SH, BS, FS, TS, Plain) _____3. Distances from: Open Water Body _____ feet
Drainage Way _____ feet Wetlands _____ feet
Property Line _____ feet Drinking Water Well _____ feet Other _____ feet4. Unsuitable Materials Present: ☒ Yes ☐ No If Yes: ☒ Disturbed Soil/Fill Material ☐ Weathered/Fractured Rock ☐ Bedrock5. Groundwater Observed: ☐ Yes ☒ No
If yes: _____ Depth to Weeping in Hole _____ Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-6	Gravel				Cnc : Dpl:				—	—	
6-53	Fill	Mixed	—		Cnc : Dpl:				—	—	Bricks/Debris
53-160"	C ₁	LS	10YR 4/3		Cnc : Dpl:	None			M	F	Sandy/clean
					Cnc : Dpl:						
					Cnc : Dpl:						
					Cnc : Dpl:						

Additional Notes: Hit old 12" CI pipe, not in use



Commonwealth of Massachusetts
City/Town of Holyoke

Appleton St

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

C. On-Site Review (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: TP-2 8/28 8:50 Sunny 70° — —
Hole # Date Time Weather Latitude Longitude

1. Land Use: Vacant — N/A 0
(e.g., woodland, agricultural field, vacant lot, etc.) Vegetation Surface Stones (e.g., cobbles, stones, boulders, etc.) Slope (%)

Description of Location: Old Factory Location

2. Soil Parent Material: _____ Landform _____ Position on Landscape (SU, SH, BS, FS, TS, Plain) _____

3. Distances from: Open Water Body _____ feet Drainage Way _____ feet Wetlands _____ feet
 Property Line _____ feet Drinking Water Well _____ feet Other _____ feet

4. Unsuitable Materials Present: ☒ Yes ☐ No If Yes: ☒ Disturbed Soil/Fill Material ☐ Weathered/Fractured Rock ☐ Bedrock

5. Groundwater Observed: ☐ Yes ☒ No If yes: _____ Depth to Weeping in Hole _____ Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-6"	Gravel	—	—		Cnc : _____				—	—	—
					Dpl: _____						
6"-132"	C ₁	LS	10YR 4/3		Cnc : _____	None			M	F	Mixed/Sandy
					Dpl: _____						
					Cnc : _____						
					Dpl: _____						
					Cnc : _____						
					Dpl: _____						
					Cnc : _____						
					Dpl: _____						

Additional Notes: Sandy Fill, No debris

Appleton St



Commonwealth of Massachusetts
City/Town of Holyoke

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

C. On-Site Review (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: TP-3 Hole # 8/28 Date 9:40 Time Sunny 75° Weather — Latitude — Longitude

1. Land Use: Vacant (e.g., woodland, agricultural field, vacant lot, etc.) Vegetation N/A Surface Stones (e.g., cobbles, stones, boulders, etc.) 0 Slope (%)

Description of Location: old building locations near rear prop. line

2. Soil Parent Material: — Landform — Position on Landscape (SU, SH, BS, FS, TS, Plain)

3. Distances from: Open Water Body — feet Drainage Way — feet Wetlands — feet
Property Line — feet Drinking Water Well — feet Other — feet

4. Unsuitable Materials Present: ☐ Yes ☐ No If Yes: ☐ Disturbed Soil/Fill Material ☐ Weathered/Fractured Rock ☐ Bedrock

5. Groundwater Observed: ☐ Yes ☐ No If yes: — Depth to Weeping in Hole — Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-6	Gravel	—	—		Cnc : Dpl:				—	—	—
6-48	Fill	Mixed	—		Cnc : Dpl:				—	—	Bridles/Debris
48-162	C ₁	LS	10 YR 4/3		Cnc : Dpl:	None			M	F	Sandy/Clean
					Cnc : Dpl:						
					Cnc : Dpl:						
					Cnc : Dpl:						

Additional Notes: Hit old clay pipe ~ 3' down, Not in use



Commonwealth of Massachusetts

City/Town of Holyoke

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

Appleton St

C. On-Site Review (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: TP-4

Hole #

Date 8/28/24Time 10:00Weather Sunny 75°

Latitude

Longitude

1. Land Use: Vacant

(e.g., woodland, agricultural field, vacant lot, etc.)

Vegetation

Surface Stones (e.g., cobbles, stones, boulders, etc.) N/ASlope (%) 0Description of Location: Left side of prop bldg, near Canal St

2. Soil Parent Material:

Landform

Position on Landscape (SU, SH, BS, FS, TS, Plain)

3. Distances from:

Open Water Body _____ feet

Drainage Way _____ feet

Wetlands _____ feet

Property Line _____ feet

Drinking Water Well _____ feet

Other _____ feet

4. Unsuitable Materials Present: ☒ Yes ☐ NoIf Yes: ☒ Disturbed Soil/Fill Material☐ Weathered/Fractured Rock☐ Bedrock5. Groundwater Observed: ☐ Yes ☒ No

If yes: _____ Depth to Weeping in Hole

_____ Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-8	Gravel	—	—		Cnc : Dpl:				—	—	
8-22	Fill	—	—		Cnc : Dpl:				—	—	Bridges/debris
22-45	C ₁	LS	10YR 4/4		Cnc : Dpl:				M	F	
45-90	C ₂	S	10YR 3/2		Cnc : Dpl:		10	20	SG	Loose	
90-165"	C ₃	LS	10YR 4/3		Cnc : Dpl:	None					
					Cnc : Dpl:						

Additional Notes:



Commonwealth of Massachusetts

City/Town of Holyoke**Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal**Appleton St**C. On-Site Review** (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: TP-5 8/28/24 10:35 Sunny 79° — —
 Hole # Date Time Weather Latitude Longitude

1. Land Use: Vacant — N/A 0
 (e.g., woodland, agricultural field, vacant lot, etc.) Vegetation Surface Stones (e.g., cobbles, stones, boulders, etc.) Slope (%)

Description of Location: Old building location, rear of site

2. Soil Parent Material: — Landform — Position on Landscape (SU, SH, BS, FS, TS, Plain) —

3. Distances from: Open Water Body — feet Drainage Way — feet Wetlands — feet
 Property Line — feet Drinking Water Well — feet Other — feet

4. Unsuitable Materials Present: ☒ Yes ☐ No If Yes: ☒ Disturbed Soil/Fill Material ☐ Weathered/Fractured Rock ☐ Bedrock

5. Groundwater Observed: ☐ Yes ☒ No If yes: — Depth to Weeping in Hole — Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-6"	Gravel	—	—		Cnc : Dpl:				—	—	
6"-26"	Fill	—	—		Cnc : Dpl:				—	—	
26"-165"	C ₁	LS	10YR 3/4		Cnc : Dpl:	None			M	F	
					Cnc : Dpl:						
					Cnc : Dpl:						
					Cnc : Dpl:						

Additional Notes:



Commonwealth of Massachusetts

City/Town of Holyoke

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

Appleton St**C. On-Site Review** (minimum of two holes required at every proposed primary and reserve disposal area)

- Deep Observation Hole Number: TP-6 8/28/24 11:25 Sunny 78° — —
Hole # Date Time Weather Latitude Longitude
1. Land Use: Vacant N/A N/A 0
(e.g., woodland, agricultural field, vacant lot, etc.) Vegetation Surface Stones (e.g., cobbles, stones, boulders, etc.) Slope (%)
- Description of Location: old bldg location, middle
2. Soil Parent Material: _____ Landform _____ Position on Landscape (SU, SH, BS, FS, TS, Plain) _____
3. Distances from: Open Water Body _____ feet Drainage Way _____ feet Wetlands _____ feet
Property Line _____ feet Drinking Water Well _____ feet Other _____ feet
4. Unsuitable Materials Present: ☒ Yes ☐ No If Yes: ☒ Disturbed Soil/Fill Material ☐ Weathered/Fractured Rock ☐ Bedrock
5. Groundwater Observed: ☐ Yes ☐ No If yes: _____ Depth to Weeping in Hole _____ Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-8	Gravel	—	—		Cnc : _____						
					Dpl: _____						
8-19	Fill	—	—		Cnc : _____						
					Dpl: _____						
19-51	C ₁	S	10YR 4/2		Cnc : _____		10	20	SG	L	
					Dpl: _____						
51-109	C ₂	LS	10YR 4/3		Cnc : _____						
					Dpl: _____						
109-156	C ₃	S	10YR 4/2		Cnc : _____	None	10		SG	L	
					Dpl: _____						
					Cnc : _____						
					Dpl: _____						

Additional Notes: _____



Commonwealth of Massachusetts
City/Town of Holyoke

Appleton St

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

C. On-Site Review (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: TP-7 Hole # 8/28/24 Date 12:00 Time SUNNY Weather 76° Latitude — Longitude —

1. Land Use: Vacant (e.g., woodland, agricultural field, vacant lot, etc.) Vegetation N/A Surface Stones (e.g., cobbles, stones, boulders, etc.) 0 Slope (%) 0

Description of Location: old bldg location near Canal St

2. Soil Parent Material: — Landform — Position on Landscape (SU, SH, BS, FS, TS, Plain) —

3. Distances from: Open Water Body — feet Drainage Way — feet Wetlands — feet
Property Line — feet Drinking Water Well — feet Other — feet

4. Unsuitable Materials Present: ☒ Yes ☐ No If Yes: ☒ Disturbed Soil/Fill Material ☐ Weathered/Fractured Rock ☐ Bedrock

5. Groundwater Observed: ☐ Yes ☒ No If yes: — Depth to Weeping in Hole — Depth Standing Water in Hole

Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-8	Gravel	—	—		Cnc : Dpl:				—	—	
8-61	Fill	—	—		Cnc : Dpl:				—	—	
61-117	C ₁	LS	10YR 4/3		Cnc : Dpl:				MA	F	
117-165	C ₂	S	10YR 4/2		Cnc : Dpl:	None			SG	L	
					Cnc : Dpl:						
					Cnc : Dpl:						

Additional Notes: —



Commonwealth of Massachusetts

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Holyoke

Form 11 - Soil Suitability Assessment for On-Site Sewage Disposal

Appleton St.

C. On-Site Review (minimum of two holes required at every proposed primary and reserve disposal area)

Deep Observation Hole Number: JP-8

Hole #

Date 8/28/24

Time 12:35

Weather Sunny 78°

Latitude

Longitude

1. Land Use:

Vacant

(e.g., woodland, agricultural field, vacant lot, etc.)

Vegetation

Surface Stones (e.g., cobbles, stones, boulders, etc.)

Slope (%)

Description of Location:

old bldg location, rear of site

2. Soil Parent Material:

Landform

Position on Landscape (SU, SH, BS, FS, TS, Plain)

3. Distances from:

Open Water Body _____ feet

Drainage Way _____ feet

Wetlands _____ feet

Property Line _____ feet

Drinking Water Well _____ feet

Other _____ feet

4. Unsuitable Materials Present:



Yes



No

If Yes:

☒ Disturbed Soil/Fill Material☐ Weathered/Fractured Rock☐ Bedrock

5. Groundwater Observed:



Yes



No

If yes:

_____ Depth to Weeping in Hole

_____ Depth Standing Water in Hole

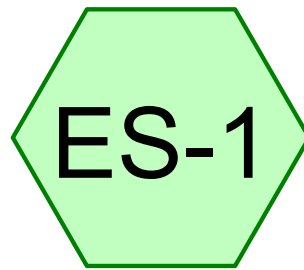
Soil Log

Depth (in)	Soil Horizon /Layer	Soil Texture (USDA)	Soil Matrix: Color-Moist (Munsell)	Redoximorphic Features			Coarse Fragments % by Volume		Soil Structure	Soil Consistence (Moist)	Other
				Depth	Color	Percent	Gravel	Cobbles & Stones			
0-6	Gravel	—	—		Cnc : Dpl:				—	—	
6-47	Fill	—	—		Cnc : Dpl:				—	—	
47-112	C ₁	LS	10YR 4/3		Cnc : Dpl:				M	F	Roots
112-162	C ₂	S	10YR 4/2		Cnc : Dpl:	None			SG	L	
					Cnc : Dpl:						
					Cnc : Dpl:						

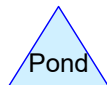
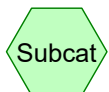
Additional Notes:

Appendix C: Pre- and Post- Development Hydrologic Analysis (2-, 10-, 25-, & 100-Year Storm Events)

- NOAA Atlas 14 Rainfall Rable
- Pre-Development Hydrologic Analysis
- Post-Development Hydrologic Analysis



Municipal Drainage System



Routing Diagram for 240706 - PRE

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240706 - PRE

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Rainfall Events Listing

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	2-Year	Type III 24-hr		Default	24.00	1	3.11	2
2	10-Year	Type III 24-hr		Default	24.00	1	5.03	2
3	25-Year	Type III 24-hr		Default	24.00	1	6.22	2
4	100-Year	Type III 24-hr		Default	24.00	1	8.06	2

240706 - PRE*Type III 24-hr 2-Year Rainfall=3.11"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment ES-1:

Runoff Area=85,786 sf 100.00% Impervious Runoff Depth=2.88"

Tc=6.0 min CN=WQ Runoff=5.9 cfs 20,573 cf

Link DP-1: Municipal Drainage System

Inflow=5.9 cfs 20,573 cf

Primary=5.9 cfs 20,573 cf

Total Runoff Area = 85,786 sf Runoff Volume = 20,573 cf Average Runoff Depth = 2.88"
0.00% Pervious = 0 sf 100.00% Impervious = 85,786 sf

Summary for Subcatchment ES-1:

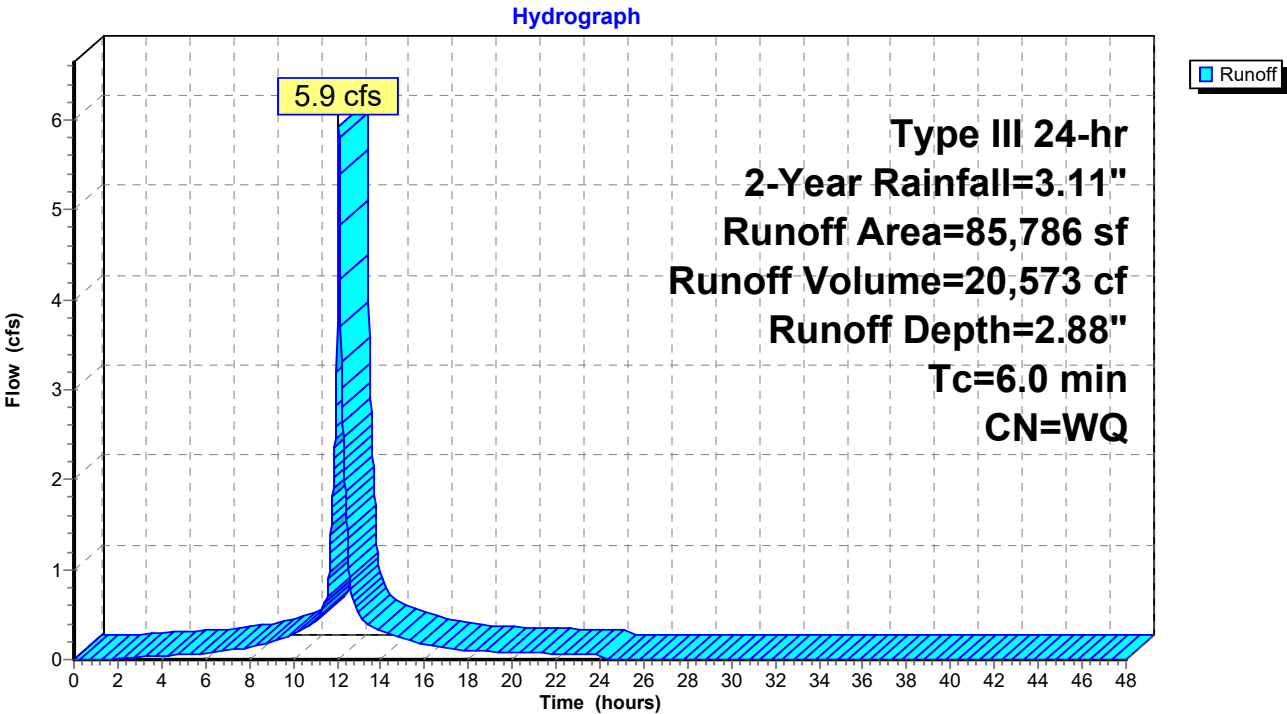
Runoff = 5.9 cfs @ 12.08 hrs, Volume= 20,573 cf, Depth= 2.88"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 2-Year Rainfall=3.11"

Area (sf)	CN	Description
30,885	98	Paved parking, HSG D
54,901	98	Roofs, HSG D
85,786		Weighted Average
85,786		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

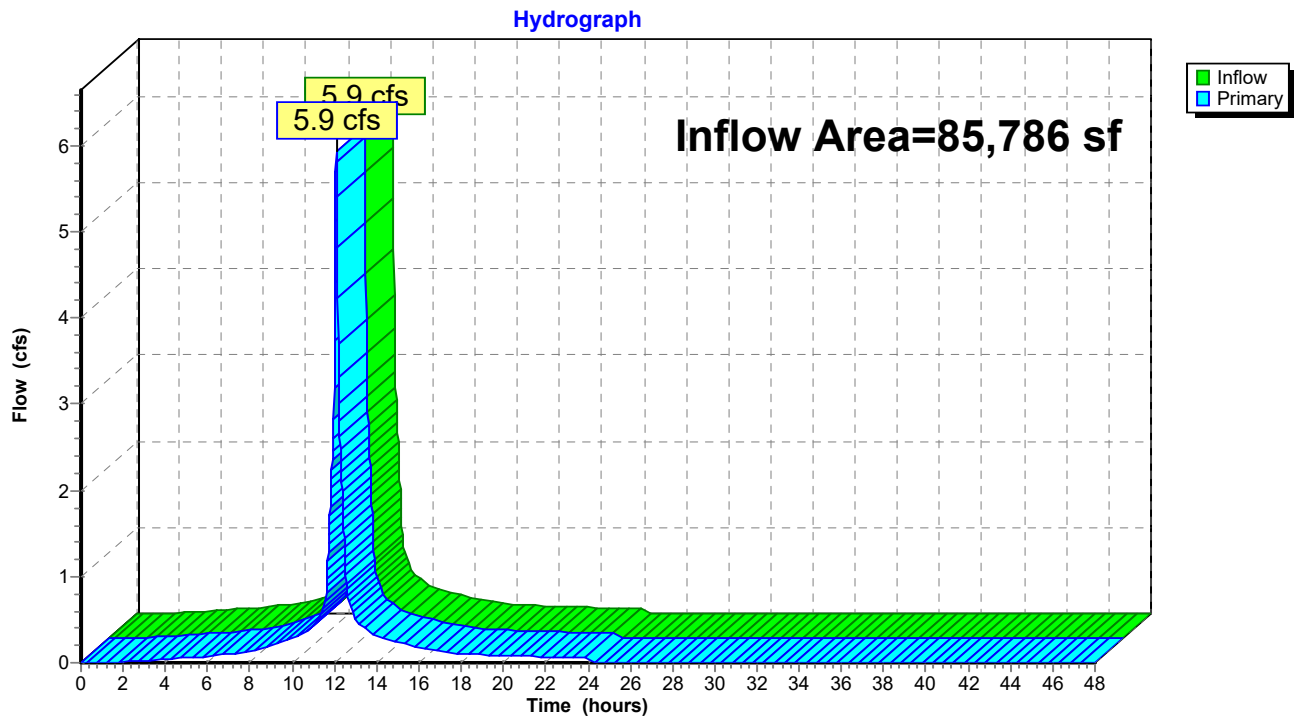
Subcatchment ES-1:



Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 100.00% Impervious, Inflow Depth = 2.88" for 2-Year event
Inflow = 5.9 cfs @ 12.08 hrs, Volume= 20,573 cf
Primary = 5.9 cfs @ 12.08 hrs, Volume= 20,573 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System

240706 - PRE*Type III 24-hr 10-Year Rainfall=5.03"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment ES-1:

Runoff Area=85,786 sf 100.00% Impervious Runoff Depth=4.79"

Tc=6.0 min CN=WQ Runoff=9.7 cfs 34,265 cf

Link DP-1: Municipal Drainage System

Inflow=9.7 cfs 34,265 cf

Primary=9.7 cfs 34,265 cf

Total Runoff Area = 85,786 sf Runoff Volume = 34,265 cf Average Runoff Depth = 4.79"
0.00% Pervious = 0 sf 100.00% Impervious = 85,786 sf

Summary for Subcatchment ES-1:

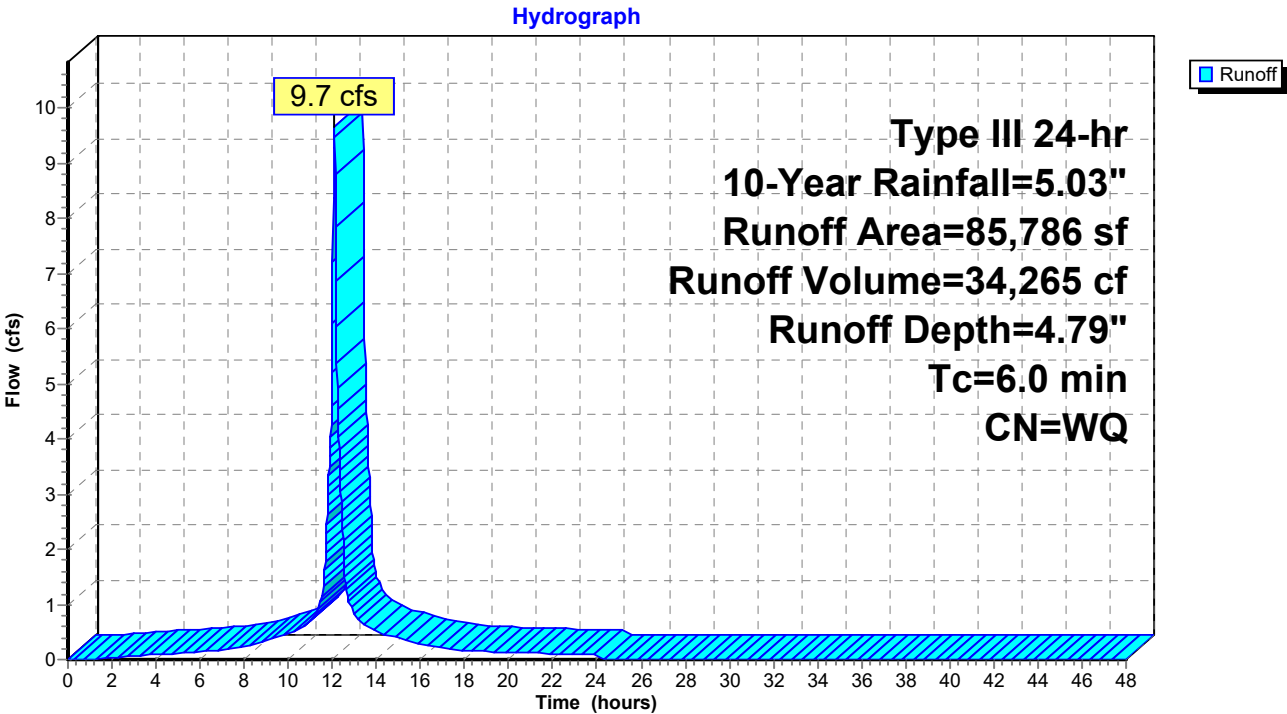
Runoff = 9.7 cfs @ 12.08 hrs, Volume= 34,265 cf, Depth= 4.79"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
30,885	98	Paved parking, HSG D
54,901	98	Roofs, HSG D
85,786		Weighted Average
85,786		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

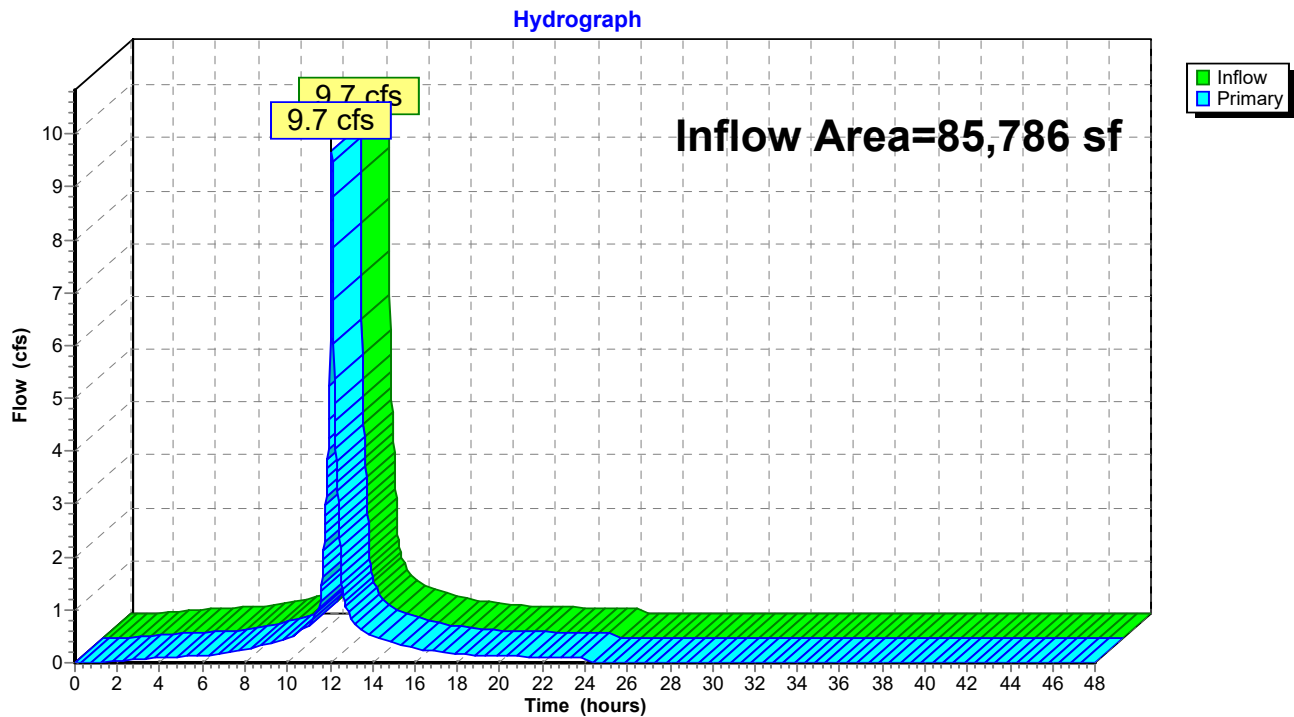
Subcatchment ES-1:



Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 100.00% Impervious, Inflow Depth = 4.79" for 10-Year event
Inflow = 9.7 cfs @ 12.08 hrs, Volume= 34,265 cf
Primary = 9.7 cfs @ 12.08 hrs, Volume= 34,265 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System

240706 - PRE*Type III 24-hr 25-Year Rainfall=6.22"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment ES-1:

Runoff Area=85,786 sf 100.00% Impervious Runoff Depth=5.98"

Tc=6.0 min CN=WQ Runoff=12.0 cfs 42,762 cf

Link DP-1: Municipal Drainage System

Inflow=12.0 cfs 42,762 cf

Primary=12.0 cfs 42,762 cf

Total Runoff Area = 85,786 sf Runoff Volume = 42,762 cf Average Runoff Depth = 5.98"
0.00% Pervious = 0 sf 100.00% Impervious = 85,786 sf

Summary for Subcatchment ES-1:

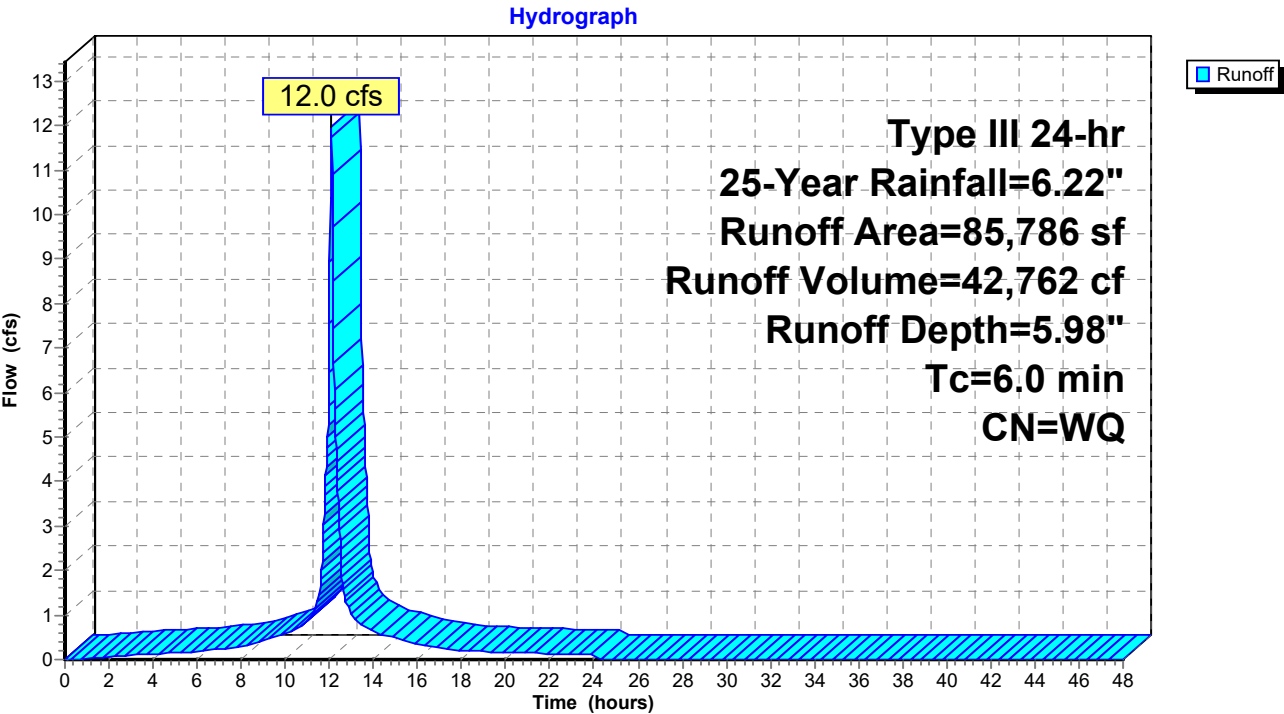
Runoff = 12.0 cfs @ 12.08 hrs, Volume= 42,762 cf, Depth= 5.98"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 25-Year Rainfall=6.22"

Area (sf)	CN	Description
30,885	98	Paved parking, HSG D
54,901	98	Roofs, HSG D
85,786		Weighted Average
85,786		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

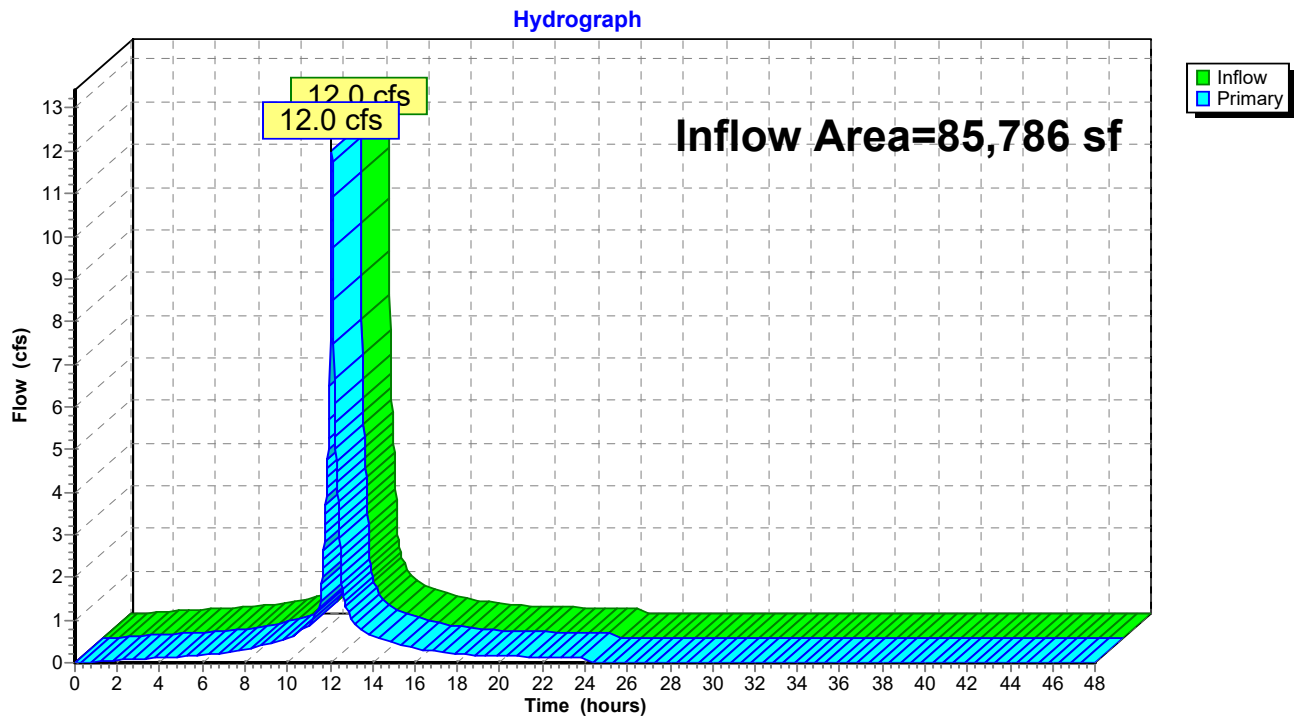
Subcatchment ES-1:



Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 100.00% Impervious, Inflow Depth = 5.98" for 25-Year event
Inflow = 12.0 cfs @ 12.08 hrs, Volume= 42,762 cf
Primary = 12.0 cfs @ 12.08 hrs, Volume= 42,762 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System

240706 - PRE*Type III 24-hr 100-Year Rainfall=8.06"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment ES-1:

Runoff Area=85,786 sf 100.00% Impervious Runoff Depth=7.82"

Tc=6.0 min CN=WQ Runoff=15.6 cfs 55,905 cf

Link DP-1: Municipal Drainage System

Inflow=15.6 cfs 55,905 cf

Primary=15.6 cfs 55,905 cf

Total Runoff Area = 85,786 sf Runoff Volume = 55,905 cf Average Runoff Depth = 7.82"
0.00% Pervious = 0 sf 100.00% Impervious = 85,786 sf

Summary for Subcatchment ES-1:

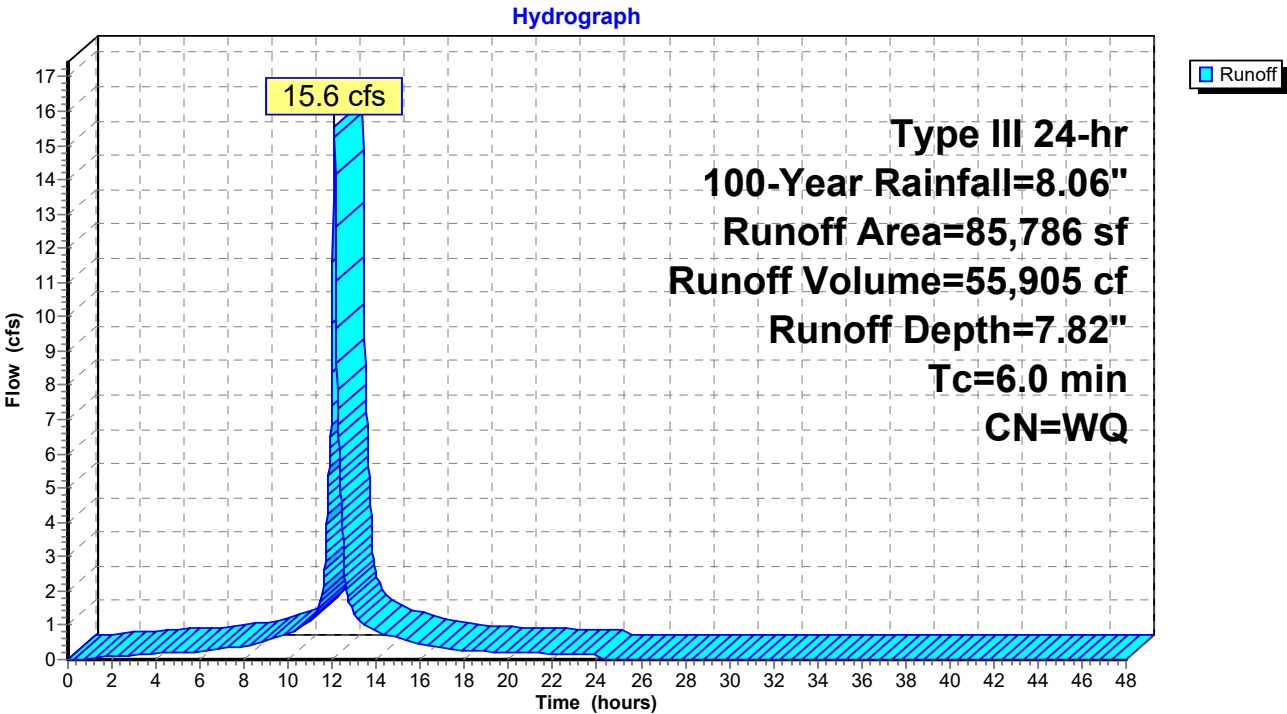
Runoff = 15.6 cfs @ 12.08 hrs, Volume= 55,905 cf, Depth= 7.82"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 100-Year Rainfall=8.06"

Area (sf)	CN	Description
30,885	98	Paved parking, HSG D
54,901	98	Roofs, HSG D
85,786		Weighted Average
85,786		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

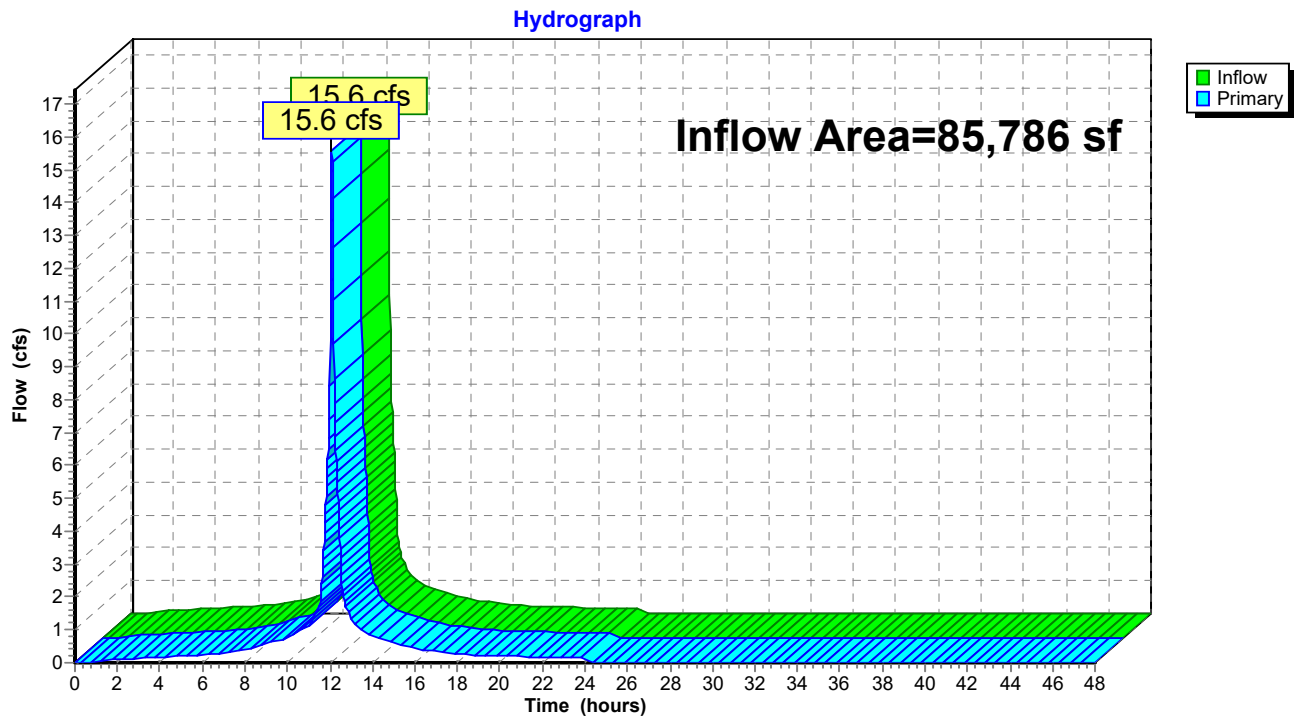
Subcatchment ES-1:

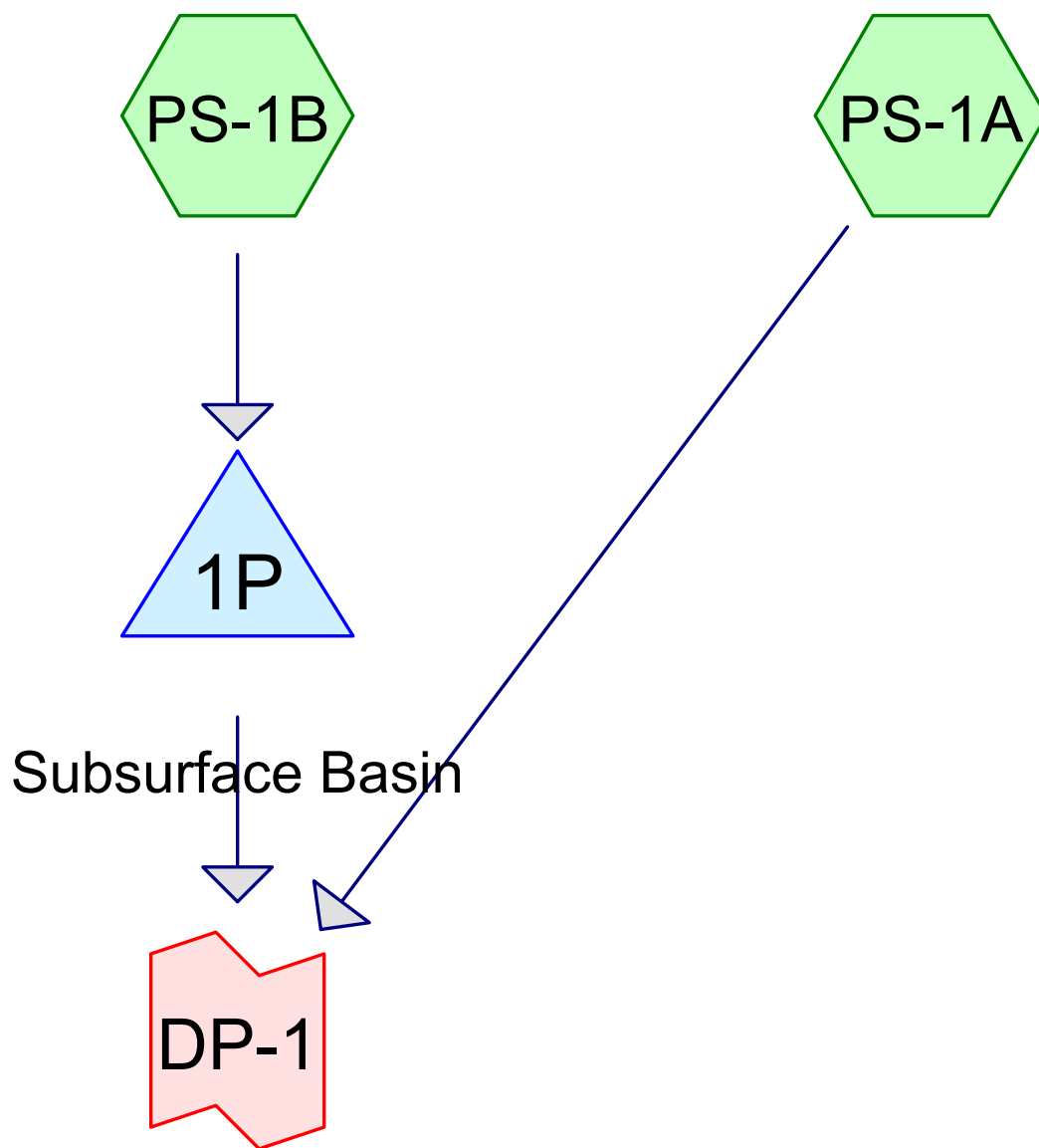


Summary for Link DP-1: Municipal Drainage System

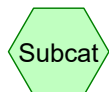
Inflow Area = 85,786 sf, 100.00% Impervious, Inflow Depth = 7.82" for 100-Year event
Inflow = 15.6 cfs @ 12.08 hrs, Volume= 55,905 cf
Primary = 15.6 cfs @ 12.08 hrs, Volume= 55,905 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System



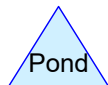
Municipal Drainage
System



Subcat



Reach



Pond



Link

Routing Diagram for 240706 - POST

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Rainfall Events Listing

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	2-Year	Type III 24-hr		Default	24.00	1	3.11	2
2	10-Year	Type III 24-hr		Default	24.00	1	5.03	2
3	25-Year	Type III 24-hr		Default	24.00	1	6.22	2
4	100-Year	Type III 24-hr		Default	24.00	1	8.06	2

240706 - POST*Type III 24-hr 2-Year Rainfall=3.11"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-Q
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment PS-1A:

Runoff Area=28,386 sf 87.86% Impervious Runoff Depth=2.69"
Tc=6.0 min CN=WQ Runoff=1.8 cfs 6,364 cf

Subcatchment PS-1B:

Runoff Area=57,400 sf 90.65% Impervious Runoff Depth=2.73"
Tc=6.0 min CN=WQ Runoff=3.8 cfs 13,075 cf

Pond 1P: Subsurface Basin

Peak Elev=74.77' Storage=6,104 cf Inflow=3.8 cfs 13,075 cf
Discarded=0.1 cfs 11,975 cf Primary=0.3 cfs 1,099 cf Outflow=0.4 cfs 13,075 cf

Link DP-1: Municipal Drainage System

Inflow=1.8 cfs 7,463 cf
Primary=1.8 cfs 7,463 cf

Total Runoff Area = 85,786 sf Runoff Volume = 19,439 cf Average Runoff Depth = 2.72"
10.27% Pervious = 8,814 sf 89.73% Impervious = 76,972 sf

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Type III 24-hr 2-Year Rainfall=3.11"

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Summary for Subcatchment PS-1A:

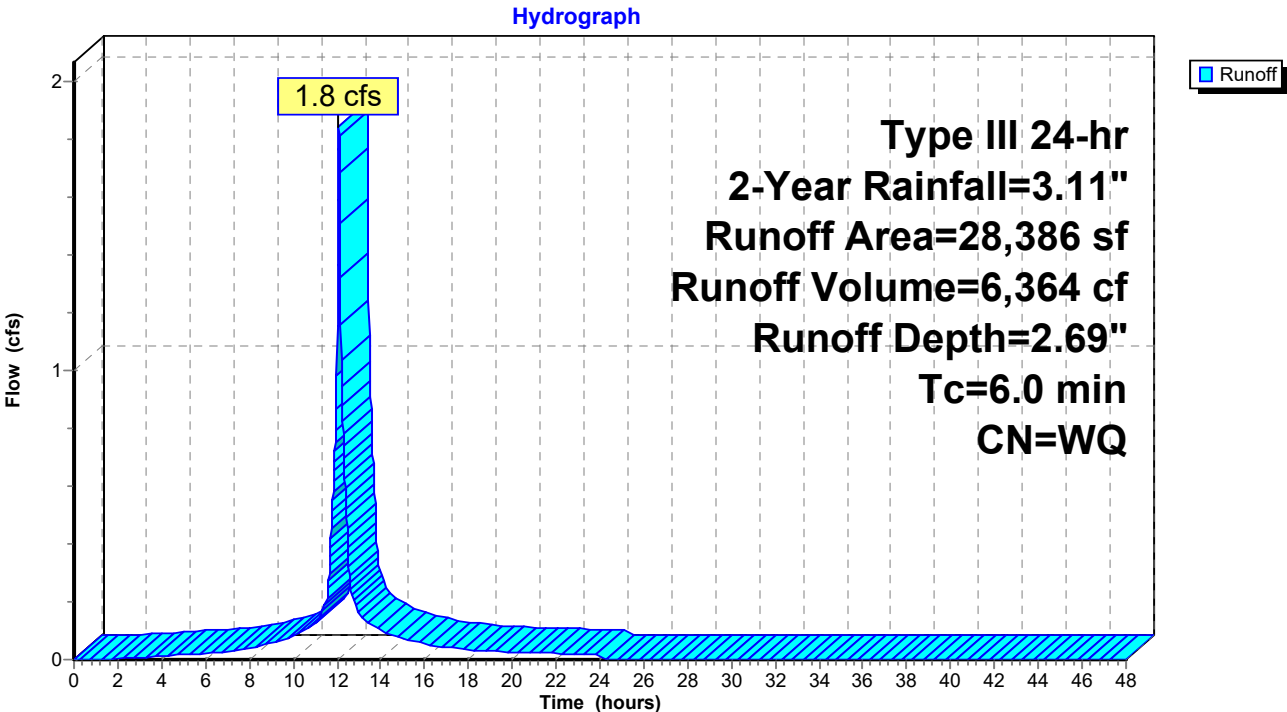
Runoff = 1.8 cfs @ 12.08 hrs, Volume= 6,364 cf, Depth= 2.69"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 2-Year Rainfall=3.11"

Area (sf)	CN	Description
3,446	80	>75% Grass cover, Good, HSG D
13,065	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
28,386		Weighted Average
3,446		12.14% Pervious Area
24,940		87.86% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1A:



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Type III 24-hr 2-Year Rainfall=3.11"

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Summary for Subcatchment PS-1B:

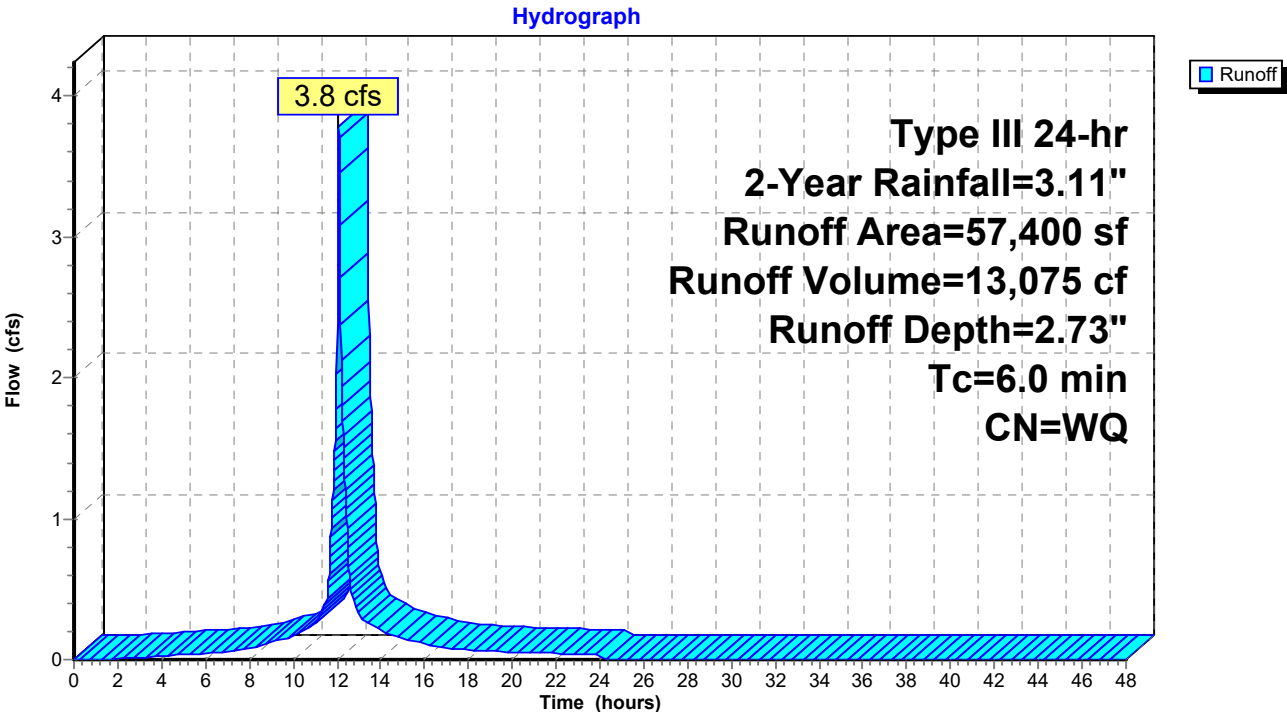
Runoff = 3.8 cfs @ 12.08 hrs, Volume= 13,075 cf, Depth= 2.73"
Routed to Pond 1P : Subsurface Basin

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 2-Year Rainfall=3.11"

Area (sf)	CN	Description
5,368	80	>75% Grass cover, Good, HSG D
40,157	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
57,400		Weighted Average
5,368		9.35% Pervious Area
52,032		90.65% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1B:



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Type III 24-hr 2-Year Rainfall=3.11"

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Summary for Pond 1P: Subsurface Basin

Inflow Area = 57,400 sf, 90.65% Impervious, Inflow Depth = 2.73" for 2-Year event
 Inflow = 3.8 cfs @ 12.08 hrs, Volume= 13,075 cf
 Outflow = 0.4 cfs @ 12.84 hrs, Volume= 13,075 cf, Atten= 90%, Lag= 45.2 min
 Discarded = 0.1 cfs @ 9.30 hrs, Volume= 11,975 cf
 Primary = 0.3 cfs @ 12.84 hrs, Volume= 1,099 cf
 Routed to Link DP-1 : Municipal Drainage System

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
 Peak Elev= 74.77' @ 12.84 hrs Surf.Area= 2,304 sf Storage= 6,104 cf

Plug-Flow detention time= 376.6 min calculated for 13,069 cf (100% of inflow)
 Center-of-Mass det. time= 376.6 min (1,137.6 - 761.0)

Volume	Invert	Avail.Storage	Storage Description
#1A	71.50'	461 cf	32.00'W x 72.00'L x 5.67'H Field A 13,056 cf Overall - 11,904 cf Embedded = 1,152 cf x 40.0% Voids
#2A	72.00'	9,167 cf	retain_it retain_it 4.5' x 36 Inside #1 Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf 4 Rows adjusted for 233.2 cf perimeter wall
		9,628 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	71.50'	12.0" Round Culvert L= 48.5' RCP, groove end projecting, Ke= 0.200 Inlet / Outlet Invert= 71.50' / 70.00' S= 0.0309 ' S= 0.0309 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	74.70'	4.0' long Sharp-Crested Rectangular Weir 2 End Contraction(s)
#3	Discarded	71.50'	2.410 in/hr Exfiltration over Surface area Phase-In= 0.01'

Discarded OutFlow Max=0.1 cfs @ 9.30 hrs HW=71.56' (Free Discharge)
 ↳ **3=Exfiltration** (Exfiltration Controls 0.1 cfs)

Primary OutFlow Max=0.2 cfs @ 12.84 hrs HW=74.77' (Free Discharge)
 ↳ **1=Culvert** (Passes 0.2 cfs of 7.4 cfs potential flow)
 ↳ **2=Sharp-Crested Rectangular Weir** (Weir Controls 0.2 cfs @ 0.87 fps)

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Type III 24-hr 2-Year Rainfall=3.11"

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Pond 1P: Subsurface Basin - Chamber Wizard Field A

Chamber Model = retain_it retain_it 4.5' (retain-it®)

Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf

Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf

4 Rows adjusted for 233.2 cf perimeter wall

9 Chambers/Row x 8.00' Long = 72.00' Row Length

4 Rows x 96.0" Wide = 32.00' Base Width

6.0" Stone Base + 62.0" Chamber Height = 5.67' Field Height

9.0 cf Sidewall x 9 x 2 + 9.0 cf Endwall x 4 x 2 = 233.2 cf Perimeter Wall

36 Chambers x 261.1 cf - 233.2 cf Perimeter wall = 9,166.8 cf Chamber Storage

36 Chambers x 330.7 cf = 11,904.0 cf Displacement

13,056.0 cf Field - 11,904.0 cf Chambers = 1,152.0 cf Stone x 40.0% Voids = 460.8 cf Stone Storage

Chamber Storage + Stone Storage = 9,627.6 cf = 0.221 af

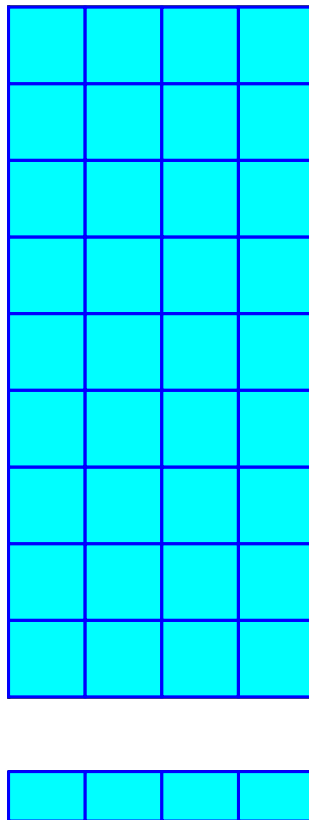
Overall Storage Efficiency = 73.7%

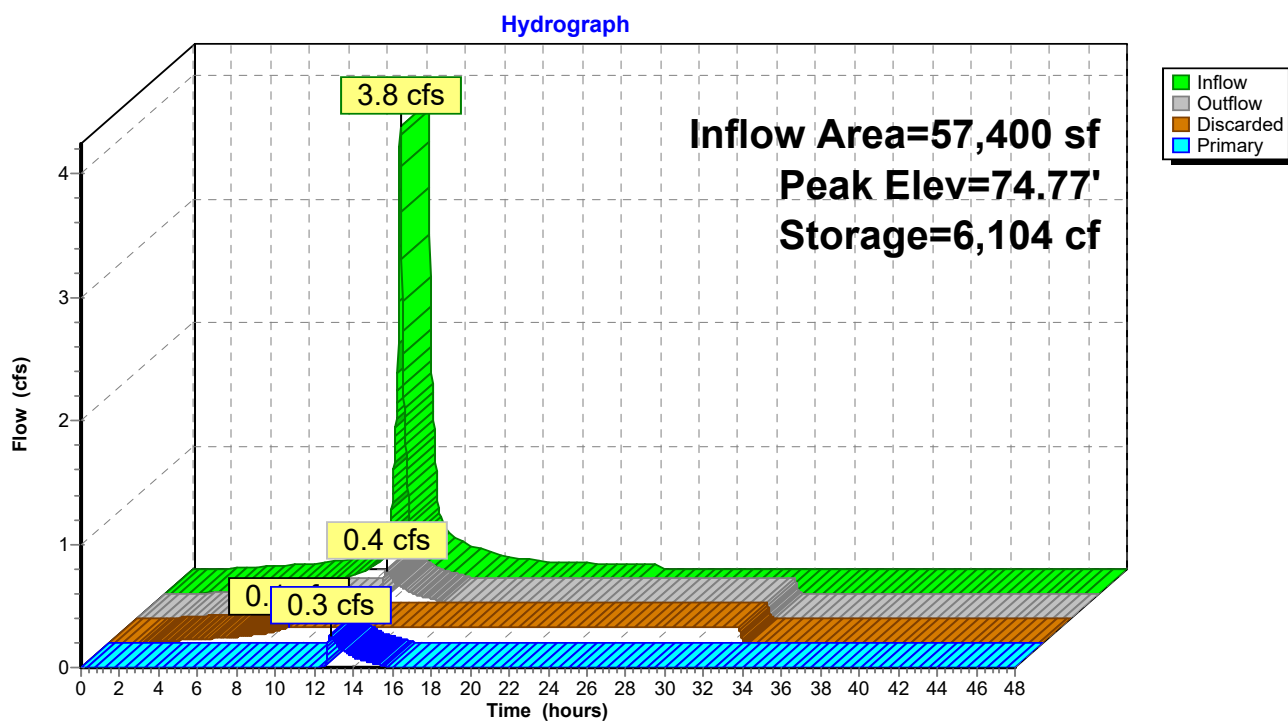
Overall System Size = 72.00' x 32.00' x 5.67'

36 Chambers

483.6 cy Field

42.7 cy Stone



Pond 1P: Subsurface Basin

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Type III 24-hr 2-Year Rainfall=3.11"

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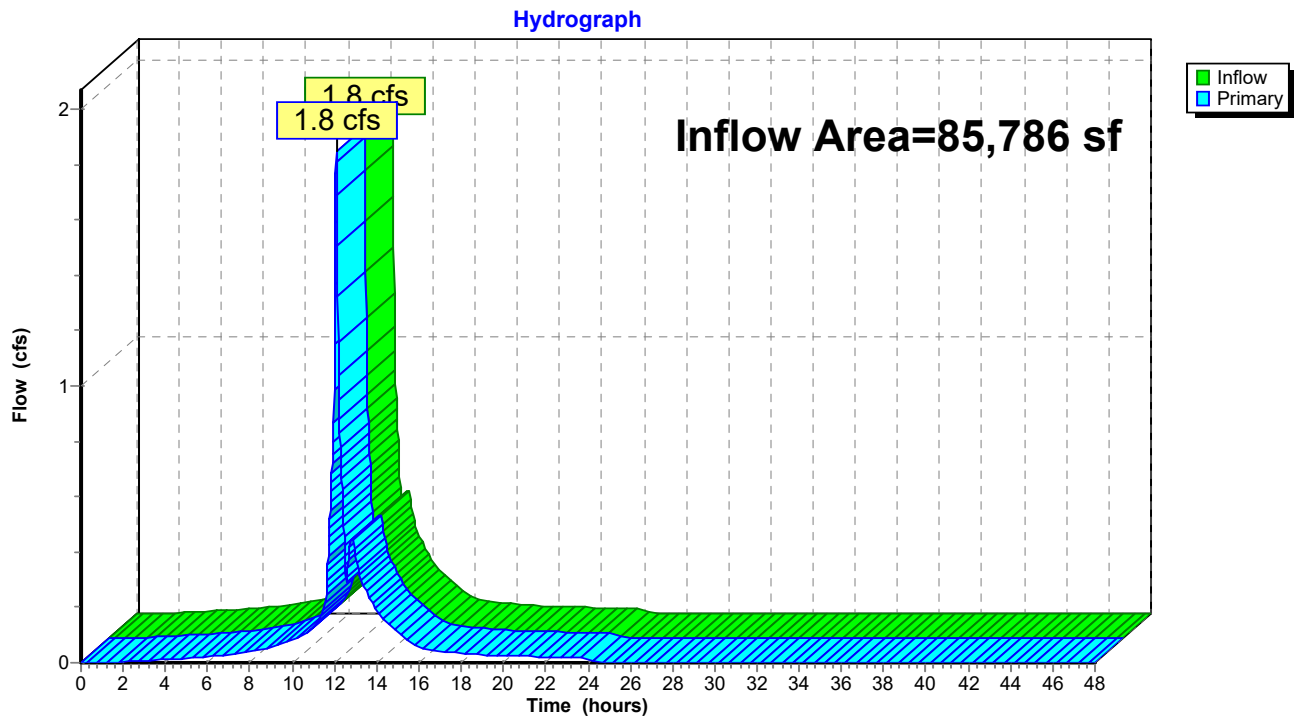
Stage-Area-Storage for Pond 1P: Subsurface Basin

Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)	Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)
71.50	2,304	0	76.80	2,304	9,628
71.60	2,304	92	76.90	2,304	9,628
71.70	2,304	184	77.00	2,304	9,628
71.80	2,304	276	77.10	2,304	9,628
71.90	2,304	369			
72.00	2,304	461			
72.10	2,304	665			
72.20	2,304	868			
72.30	2,304	1,072			
72.40	2,304	1,276			
72.50	2,304	1,479			
72.60	2,304	1,683			
72.70	2,304	1,887			
72.80	2,304	2,090			
72.90	2,304	2,294			
73.00	2,304	2,498			
73.10	2,304	2,702			
73.20	2,304	2,905			
73.30	2,304	3,109			
73.40	2,304	3,313			
73.50	2,304	3,516			
73.60	2,304	3,720			
73.70	2,304	3,924			
73.80	2,304	4,128			
73.90	2,304	4,331			
74.00	2,304	4,535			
74.10	2,304	4,739			
74.20	2,304	4,942			
74.30	2,304	5,146			
74.40	2,304	5,350			
74.50	2,304	5,553			
74.60	2,304	5,757			
74.70	2,304	5,961			
74.80	2,304	6,165			
74.90	2,304	6,368			
75.00	2,304	6,572			
75.10	2,304	6,776			
75.20	2,304	6,979			
75.30	2,304	7,183			
75.40	2,304	7,387			
75.50	2,304	7,590			
75.60	2,304	7,794			
75.70	2,304	7,998			
75.80	2,304	8,202			
75.90	2,304	8,405			
76.00	2,304	8,609			
76.10	2,304	8,813			
76.20	2,304	9,016			
76.30	2,304	9,220			
76.40	2,304	9,424			
76.50	2,304	9,628			
76.60	2,304	9,628			
76.70	2,304	9,628			

Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 89.73% Impervious, Inflow Depth = 1.04" for 2-Year event
Inflow = 1.8 cfs @ 12.08 hrs, Volume= 7,463 cf
Primary = 1.8 cfs @ 12.08 hrs, Volume= 7,463 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System

240706 - POST*Type III 24-hr 10-Year Rainfall=5.03"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-Q
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment PS-1A:

Runoff Area=28,386 sf 87.86% Impervious Runoff Depth=4.57"
Tc=6.0 min CN=WQ Runoff=3.1 cfs 10,800 cf

Subcatchment PS-1B:

Runoff Area=57,400 sf 90.65% Impervious Runoff Depth=4.62"
Tc=6.0 min CN=WQ Runoff=6.3 cfs 22,089 cf

Pond 1P: Subsurface Basin

Peak Elev=75.21' Storage=7,001 cf Inflow=6.3 cfs 22,089 cf
Discarded=0.1 cfs 13,873 cf Primary=4.7 cfs 8,216 cf Outflow=4.8 cfs 22,089 cf

Link DP-1: Municipal Drainage System

Inflow=7.1 cfs 19,016 cf
Primary=7.1 cfs 19,016 cf

Total Runoff Area = 85,786 sf Runoff Volume = 32,889 cf Average Runoff Depth = 4.60"
10.27% Pervious = 8,814 sf 89.73% Impervious = 76,972 sf

Summary for Subcatchment PS-1A:

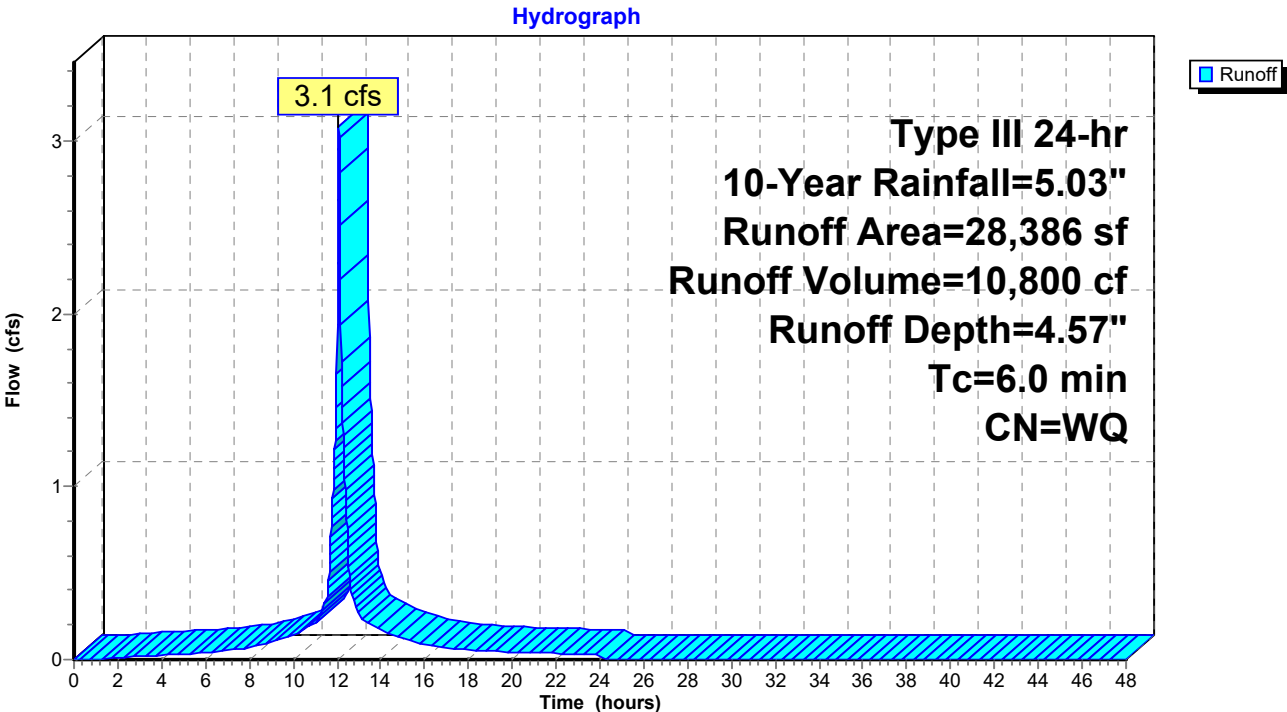
Runoff = 3.1 cfs @ 12.08 hrs, Volume= 10,800 cf, Depth= 4.57"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
3,446	80	>75% Grass cover, Good, HSG D
13,065	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
28,386		Weighted Average
3,446		12.14% Pervious Area
24,940		87.86% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1A:



Summary for Subcatchment PS-1B:

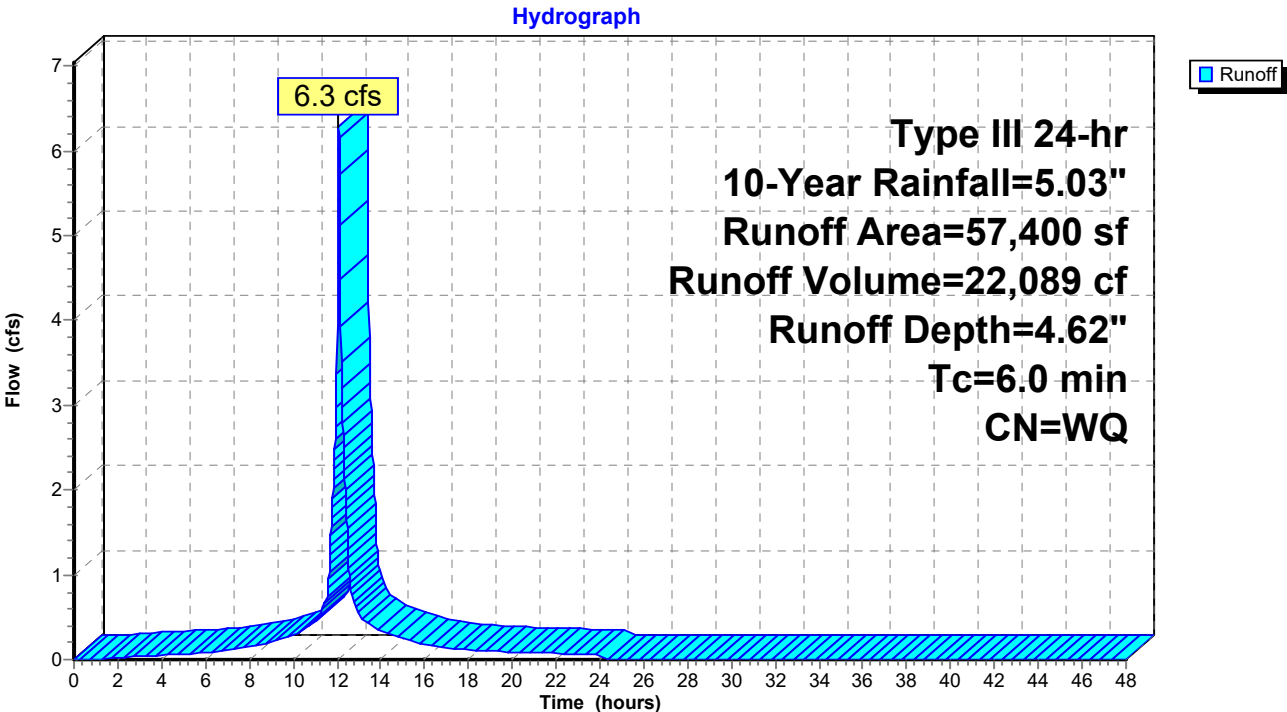
Runoff = 6.3 cfs @ 12.08 hrs, Volume= 22,089 cf, Depth= 4.62"
Routed to Pond 1P : Subsurface Basin

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
5,368	80	>75% Grass cover, Good, HSG D
40,157	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
57,400		Weighted Average
5,368		9.35% Pervious Area
52,032		90.65% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1B:



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Type III 24-hr 10-Year Rainfall=5.03"

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Summary for Pond 1P: Subsurface Basin

Inflow Area = 57,400 sf, 90.65% Impervious, Inflow Depth = 4.62" for 10-Year event
 Inflow = 6.3 cfs @ 12.08 hrs, Volume= 22,089 cf
 Outflow = 4.8 cfs @ 12.15 hrs, Volume= 22,089 cf, Atten= 24%, Lag= 4.1 min
 Discarded = 0.1 cfs @ 7.68 hrs, Volume= 13,873 cf
 Primary = 4.7 cfs @ 12.15 hrs, Volume= 8,216 cf
 Routed to Link DP-1 : Municipal Drainage System

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
 Peak Elev= 75.21' @ 12.15 hrs Surf.Area= 2,304 sf Storage= 7,001 cf

Plug-Flow detention time= 271.5 min calculated for 22,080 cf (100% of inflow)
 Center-of-Mass det. time= 271.7 min (1,023.9 - 752.3)

Volume	Invert	Avail.Storage	Storage Description
#1A	71.50'	461 cf	32.00'W x 72.00'L x 5.67'H Field A 13,056 cf Overall - 11,904 cf Embedded = 1,152 cf x 40.0% Voids
#2A	72.00'	9,167 cf	retain_it retain_it 4.5' x 36 Inside #1 Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf 4 Rows adjusted for 233.2 cf perimeter wall
		9,628 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	71.50'	12.0" Round Culvert L= 48.5' RCP, groove end projecting, Ke= 0.200 Inlet / Outlet Invert= 71.50' / 70.00' S= 0.0309 ' S= 0.0309 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	74.70'	4.0' long Sharp-Crested Rectangular Weir 2 End Contraction(s)
#3	Discarded	71.50'	2.410 in/hr Exfiltration over Surface area Phase-In= 0.01'

Discarded OutFlow Max=0.1 cfs @ 7.68 hrs HW=71.56' (Free Discharge)↑ **3=Exfiltration** (Exfiltration Controls 0.1 cfs)**Primary OutFlow** Max=4.6 cfs @ 12.15 hrs HW=75.21' (Free Discharge)↑ **1=Culvert** (Passes 4.6 cfs of 7.8 cfs potential flow)↑ **2=Sharp-Crested Rectangular Weir** (Weir Controls 4.6 cfs @ 2.33 fps)

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Pond 1P: Subsurface Basin - Chamber Wizard Field A

Chamber Model = retain_it retain_it 4.5' (retain-it®)

Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf

Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf

4 Rows adjusted for 233.2 cf perimeter wall

9 Chambers/Row x 8.00' Long = 72.00' Row Length

4 Rows x 96.0" Wide = 32.00' Base Width

6.0" Stone Base + 62.0" Chamber Height = 5.67' Field Height

9.0 cf Sidewall x 9 x 2 + 9.0 cf Endwall x 4 x 2 = 233.2 cf Perimeter Wall

36 Chambers x 261.1 cf - 233.2 cf Perimeter wall = 9,166.8 cf Chamber Storage

36 Chambers x 330.7 cf = 11,904.0 cf Displacement

13,056.0 cf Field - 11,904.0 cf Chambers = 1,152.0 cf Stone x 40.0% Voids = 460.8 cf Stone Storage

Chamber Storage + Stone Storage = 9,627.6 cf = 0.221 af

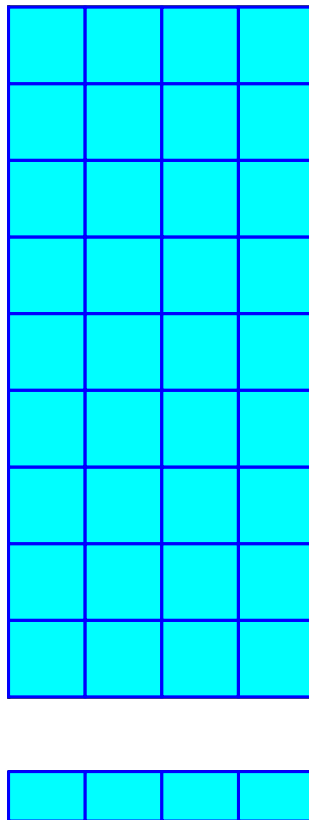
Overall Storage Efficiency = 73.7%

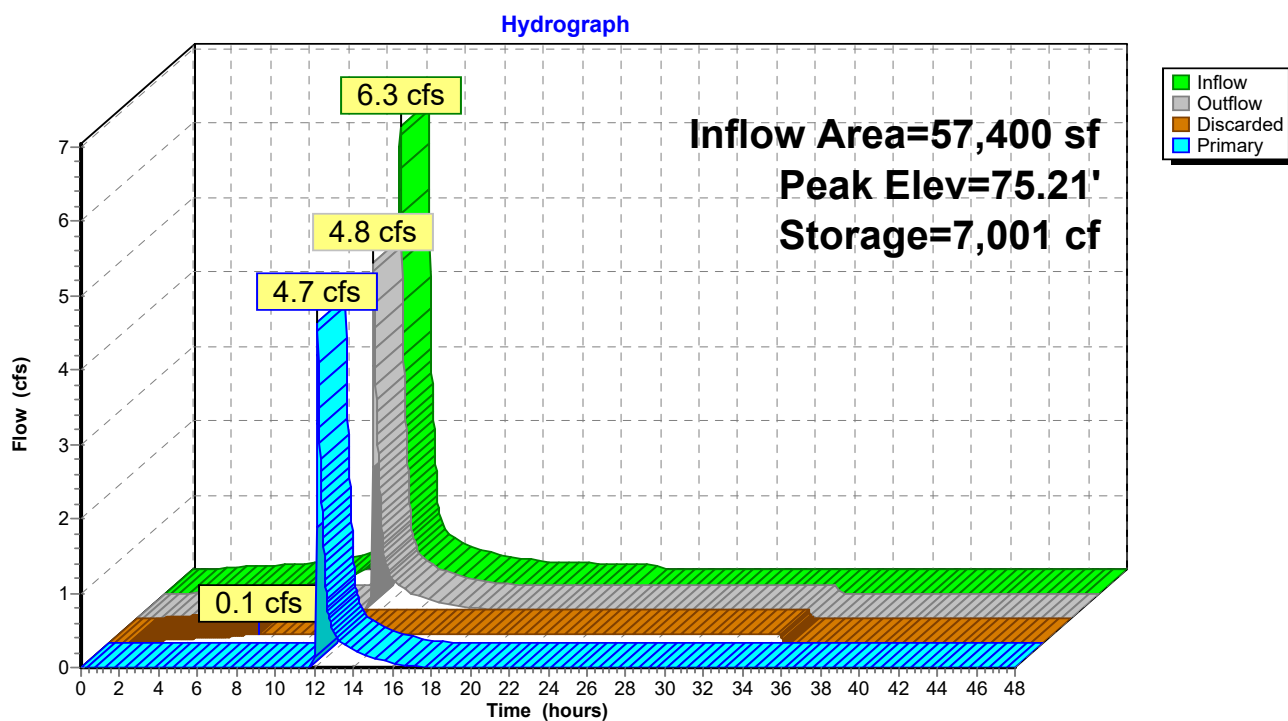
Overall System Size = 72.00' x 32.00' x 5.67'

36 Chambers

483.6 cy Field

42.7 cy Stone



Pond 1P: Subsurface Basin

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Type III 24-hr 10-Year Rainfall=5.03"

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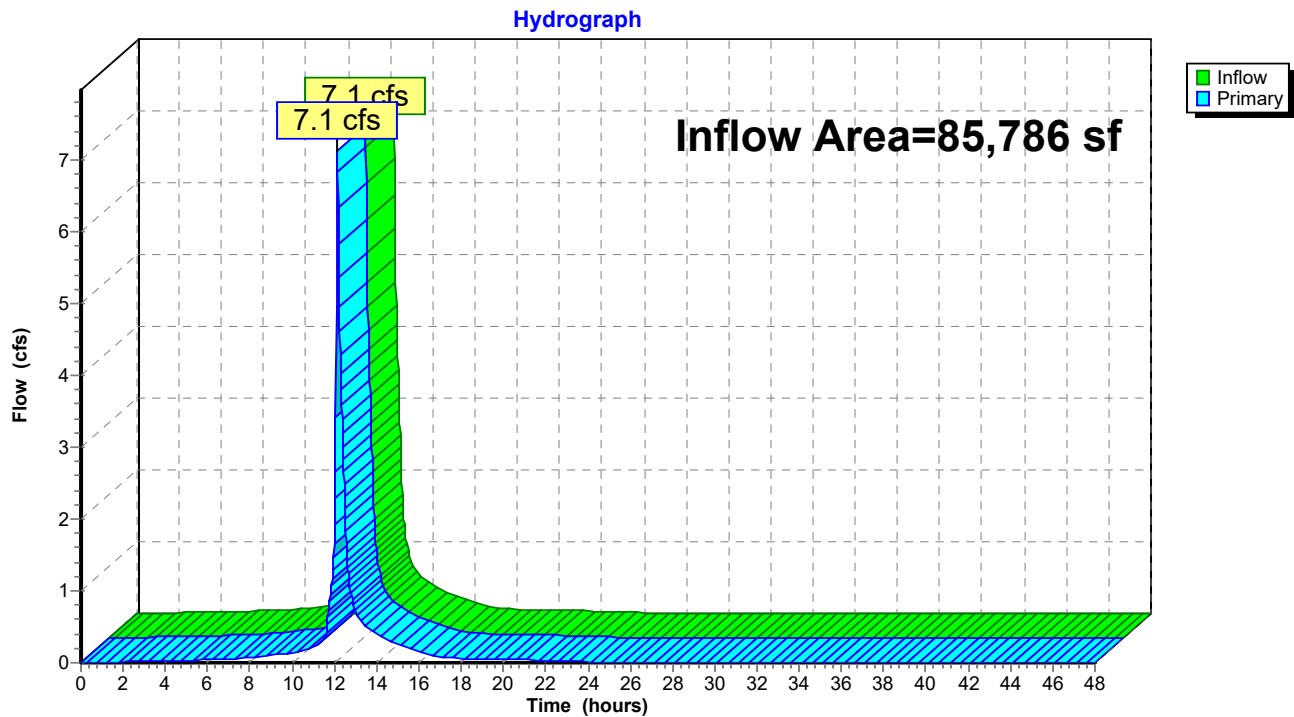
Stage-Area-Storage for Pond 1P: Subsurface Basin

Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)	Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)
71.50	2,304	0	76.80	2,304	9,628
71.60	2,304	92	76.90	2,304	9,628
71.70	2,304	184	77.00	2,304	9,628
71.80	2,304	276	77.10	2,304	9,628
71.90	2,304	369			
72.00	2,304	461			
72.10	2,304	665			
72.20	2,304	868			
72.30	2,304	1,072			
72.40	2,304	1,276			
72.50	2,304	1,479			
72.60	2,304	1,683			
72.70	2,304	1,887			
72.80	2,304	2,090			
72.90	2,304	2,294			
73.00	2,304	2,498			
73.10	2,304	2,702			
73.20	2,304	2,905			
73.30	2,304	3,109			
73.40	2,304	3,313			
73.50	2,304	3,516			
73.60	2,304	3,720			
73.70	2,304	3,924			
73.80	2,304	4,128			
73.90	2,304	4,331			
74.00	2,304	4,535			
74.10	2,304	4,739			
74.20	2,304	4,942			
74.30	2,304	5,146			
74.40	2,304	5,350			
74.50	2,304	5,553			
74.60	2,304	5,757			
74.70	2,304	5,961			
74.80	2,304	6,165			
74.90	2,304	6,368			
75.00	2,304	6,572			
75.10	2,304	6,776			
75.20	2,304	6,979			
75.30	2,304	7,183			
75.40	2,304	7,387			
75.50	2,304	7,590			
75.60	2,304	7,794			
75.70	2,304	7,998			
75.80	2,304	8,202			
75.90	2,304	8,405			
76.00	2,304	8,609			
76.10	2,304	8,813			
76.20	2,304	9,016			
76.30	2,304	9,220			
76.40	2,304	9,424			
76.50	2,304	9,628			
76.60	2,304	9,628			
76.70	2,304	9,628			

Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 89.73% Impervious, Inflow Depth = 2.66" for 10-Year event
Inflow = 7.1 cfs @ 12.14 hrs, Volume= 19,016 cf
Primary = 7.1 cfs @ 12.14 hrs, Volume= 19,016 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System

240706 - POST*Type III 24-hr 25-Year Rainfall=6.22"*

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-Q
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment PS-1A:

Runoff Area=28,386 sf 87.86% Impervious Runoff Depth=5.74"
Tc=6.0 min CN=WQ Runoff=3.9 cfs 13,575 cf

Subcatchment PS-1B:

Runoff Area=57,400 sf 90.65% Impervious Runoff Depth=5.79"
Tc=6.0 min CN=WQ Runoff=7.8 cfs 27,717 cf

Pond 1P: Subsurface Basin

Peak Elev=75.38' Storage=7,341 cf Inflow=7.8 cfs 27,717 cf
Discarded=0.1 cfs 14,737 cf Primary=7.0 cfs 12,980 cf Outflow=7.2 cfs 27,717 cf

Link DP-1: Municipal Drainage System

Inflow=10.7 cfs 26,555 cf
Primary=10.7 cfs 26,555 cf

Total Runoff Area = 85,786 sf Runoff Volume = 41,292 cf Average Runoff Depth = 5.78"
10.27% Pervious = 8,814 sf 89.73% Impervious = 76,972 sf

Summary for Subcatchment PS-1A:

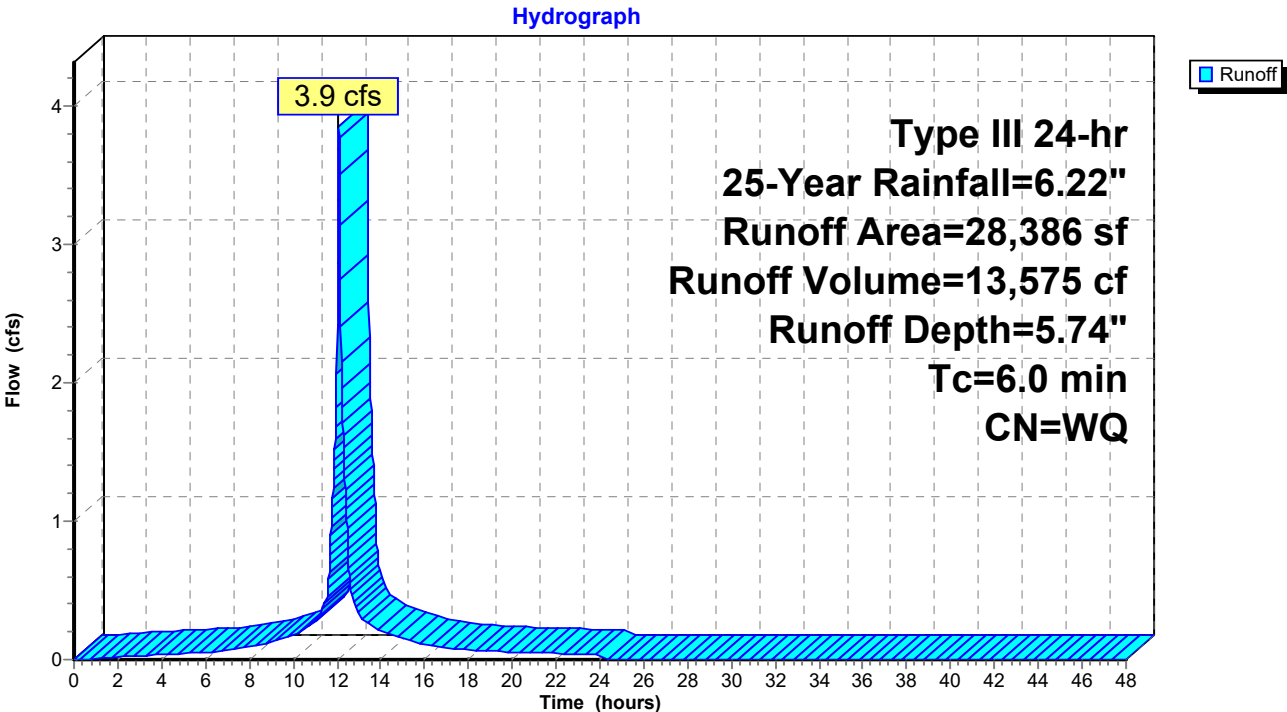
Runoff = 3.9 cfs @ 12.08 hrs, Volume= 13,575 cf, Depth= 5.74"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 25-Year Rainfall=6.22"

Area (sf)	CN	Description
3,446	80	>75% Grass cover, Good, HSG D
13,065	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
28,386		Weighted Average
3,446		12.14% Pervious Area
24,940		87.86% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1A:



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Type III 24-hr 25-Year Rainfall=6.22"

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Summary for Subcatchment PS-1B:

Runoff = 7.8 cfs @ 12.08 hrs, Volume= 27,717 cf, Depth= 5.79"
Routed to Pond 1P : Subsurface Basin

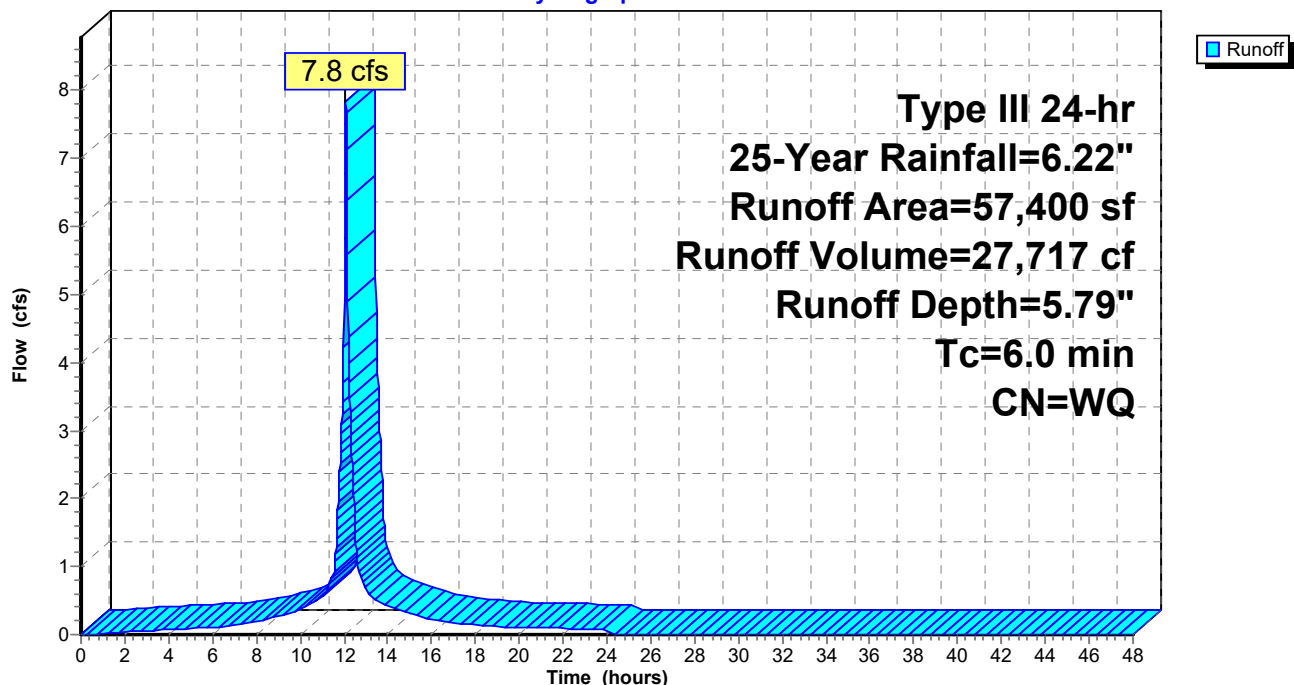
Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 25-Year Rainfall=6.22"

Area (sf)	CN	Description
5,368	80	>75% Grass cover, Good, HSG D
40,157	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
57,400		Weighted Average
5,368		9.35% Pervious Area
52,032		90.65% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1B:

Hydrograph



240706 - POST

Type III 24-hr 25-Year Rainfall=6.22"

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Summary for Pond 1P: Subsurface Basin

Inflow Area = 57,400 sf, 90.65% Impervious, Inflow Depth = 5.79" for 25-Year event
 Inflow = 7.8 cfs @ 12.08 hrs, Volume= 27,717 cf
 Outflow = 7.2 cfs @ 12.12 hrs, Volume= 27,717 cf, Atten= 8%, Lag= 2.2 min
 Discarded = 0.1 cfs @ 6.78 hrs, Volume= 14,737 cf
 Primary = 7.0 cfs @ 12.12 hrs, Volume= 12,980 cf
 Routed to Link DP-1 : Municipal Drainage System

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
 Peak Elev= 75.38' @ 12.12 hrs Surf.Area= 2,304 sf Storage= 7,341 cf

Plug-Flow detention time= 236.4 min calculated for 27,705 cf (100% of inflow)
 Center-of-Mass det. time= 236.6 min (985.6 - 749.0)

Volume	Invert	Avail.Storage	Storage Description
#1A	71.50'	461 cf	32.00'W x 72.00'L x 5.67'H Field A 13,056 cf Overall - 11,904 cf Embedded = 1,152 cf x 40.0% Voids
#2A	72.00'	9,167 cf	retain_it retain_it 4.5' x 36 Inside #1 Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf 4 Rows adjusted for 233.2 cf perimeter wall
		9,628 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	71.50'	12.0" Round Culvert L= 48.5' RCP, groove end projecting, Ke= 0.200 Inlet / Outlet Invert= 71.50' / 70.00' S= 0.0309 ' S= 0.0309 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	74.70'	4.0' long Sharp-Crested Rectangular Weir 2 End Contraction(s)
#3	Discarded	71.50'	2.410 in/hr Exfiltration over Surface area Phase-In= 0.01'

Discarded OutFlow Max=0.1 cfs @ 6.78 hrs HW=71.56' (Free Discharge)↑ **3=Exfiltration** (Exfiltration Controls 0.1 cfs)**Primary OutFlow** Max=7.0 cfs @ 12.12 hrs HW=75.38' (Free Discharge)↑ **1=Culvert** (Passes 7.0 cfs of 8.0 cfs potential flow)↑ **2=Sharp-Crested Rectangular Weir** (Weir Controls 7.0 cfs @ 2.69 fps)

Pond 1P: Subsurface Basin - Chamber Wizard Field A**Chamber Model = retain_it retain_it 4.5' (retain-it®)**

Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf

Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf

4 Rows adjusted for 233.2 cf perimeter wall

9 Chambers/Row x 8.00' Long = 72.00' Row Length

4 Rows x 96.0" Wide = 32.00' Base Width

6.0" Stone Base + 62.0" Chamber Height = 5.67' Field Height

9.0 cf Sidewall x 9 x 2 + 9.0 cf Endwall x 4 x 2 = 233.2 cf Perimeter Wall

36 Chambers x 261.1 cf - 233.2 cf Perimeter wall = 9,166.8 cf Chamber Storage

36 Chambers x 330.7 cf = 11,904.0 cf Displacement

13,056.0 cf Field - 11,904.0 cf Chambers = 1,152.0 cf Stone x 40.0% Voids = 460.8 cf Stone Storage

Chamber Storage + Stone Storage = 9,627.6 cf = 0.221 af

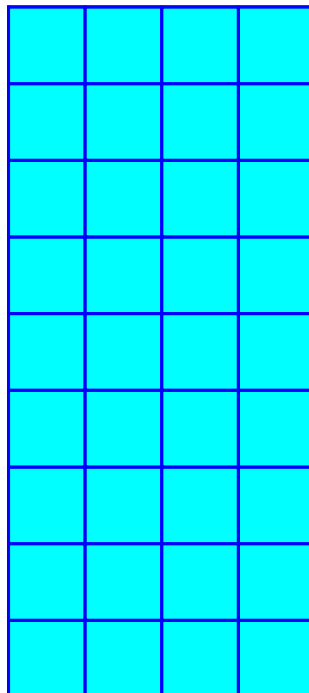
Overall Storage Efficiency = 73.7%

Overall System Size = 72.00' x 32.00' x 5.67'

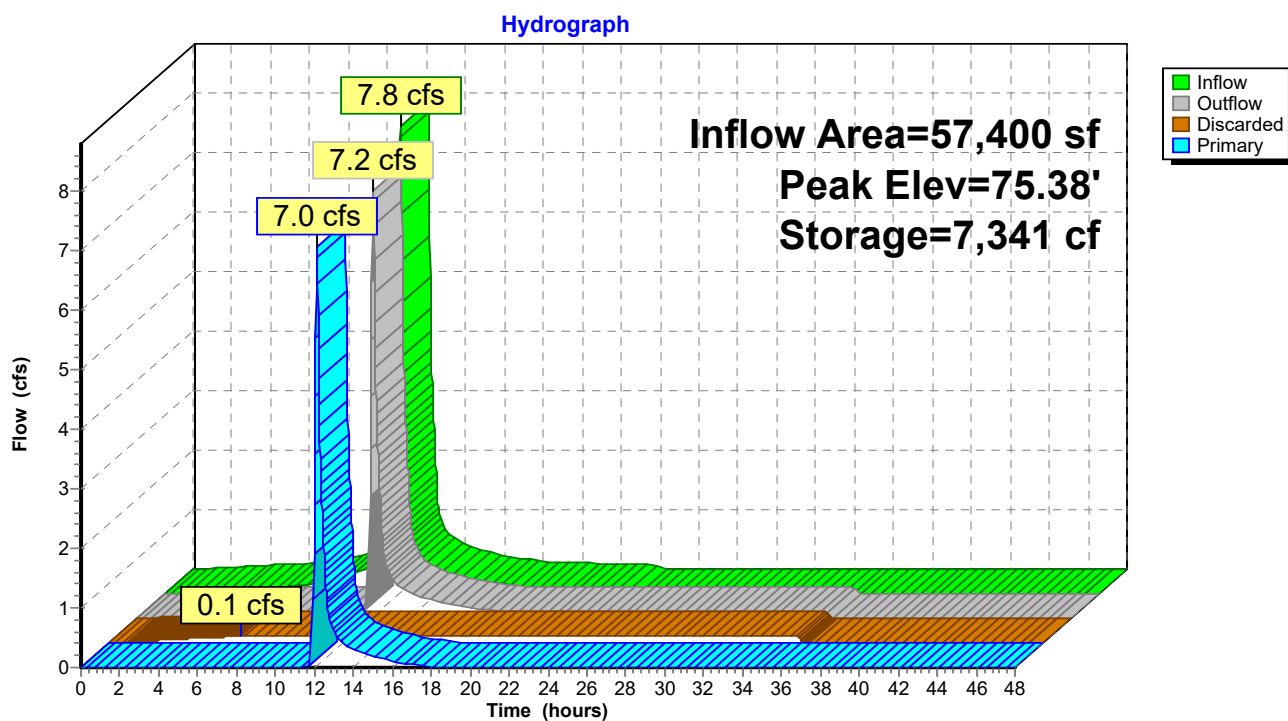
36 Chambers

483.6 cy Field

42.7 cy Stone



Pond 1P: Subsurface Basin



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Type III 24-hr 25-Year Rainfall=6.22"

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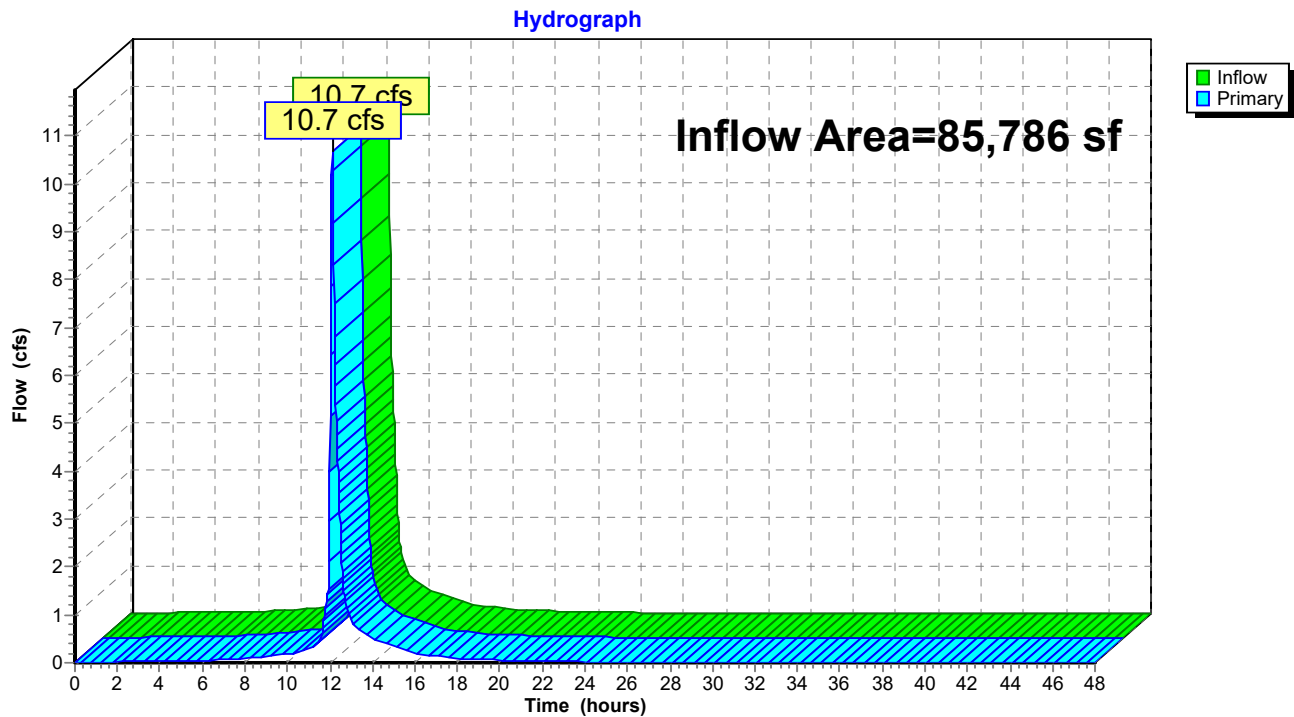
Stage-Area-Storage for Pond 1P: Subsurface Basin

Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)	Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)
71.50	2,304	0	76.80	2,304	9,628
71.60	2,304	92	76.90	2,304	9,628
71.70	2,304	184	77.00	2,304	9,628
71.80	2,304	276	77.10	2,304	9,628
71.90	2,304	369			
72.00	2,304	461			
72.10	2,304	665			
72.20	2,304	868			
72.30	2,304	1,072			
72.40	2,304	1,276			
72.50	2,304	1,479			
72.60	2,304	1,683			
72.70	2,304	1,887			
72.80	2,304	2,090			
72.90	2,304	2,294			
73.00	2,304	2,498			
73.10	2,304	2,702			
73.20	2,304	2,905			
73.30	2,304	3,109			
73.40	2,304	3,313			
73.50	2,304	3,516			
73.60	2,304	3,720			
73.70	2,304	3,924			
73.80	2,304	4,128			
73.90	2,304	4,331			
74.00	2,304	4,535			
74.10	2,304	4,739			
74.20	2,304	4,942			
74.30	2,304	5,146			
74.40	2,304	5,350			
74.50	2,304	5,553			
74.60	2,304	5,757			
74.70	2,304	5,961			
74.80	2,304	6,165			
74.90	2,304	6,368			
75.00	2,304	6,572			
75.10	2,304	6,776			
75.20	2,304	6,979			
75.30	2,304	7,183			
75.40	2,304	7,387			
75.50	2,304	7,590			
75.60	2,304	7,794			
75.70	2,304	7,998			
75.80	2,304	8,202			
75.90	2,304	8,405			
76.00	2,304	8,609			
76.10	2,304	8,813			
76.20	2,304	9,016			
76.30	2,304	9,220			
76.40	2,304	9,424			
76.50	2,304	9,628			
76.60	2,304	9,628			
76.70	2,304	9,628			

Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 89.73% Impervious, Inflow Depth = 3.71" for 25-Year event
Inflow = 10.7 cfs @ 12.11 hrs, Volume= 26,555 cf
Primary = 10.7 cfs @ 12.11 hrs, Volume= 26,555 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-Q
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment PS-1A:

Runoff Area=28,386 sf 87.86% Impervious Runoff Depth=7.56"
Tc=6.0 min CN=WQ Runoff=5.0 cfs 17,884 cf

Subcatchment PS-1B:

Runoff Area=57,400 sf 90.65% Impervious Runoff Depth=7.62"
Tc=6.0 min CN=WQ Runoff=10.2 cfs 36,450 cf

Pond 1P: Subsurface Basin

Peak Elev=75.63' Storage=7,853 cf Inflow=10.2 cfs 36,450 cf
Discarded=0.1 cfs 15,695 cf Primary=8.2 cfs 20,754 cf Outflow=8.3 cfs 36,450 cf

Link DP-1: Municipal Drainage System

Inflow=13.2 cfs 38,639 cf
Primary=13.2 cfs 38,639 cf

Total Runoff Area = 85,786 sf Runoff Volume = 54,334 cf Average Runoff Depth = 7.60"
10.27% Pervious = 8,814 sf 89.73% Impervious = 76,972 sf

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Type III 24-hr 100-Year Rainfall=8.06"

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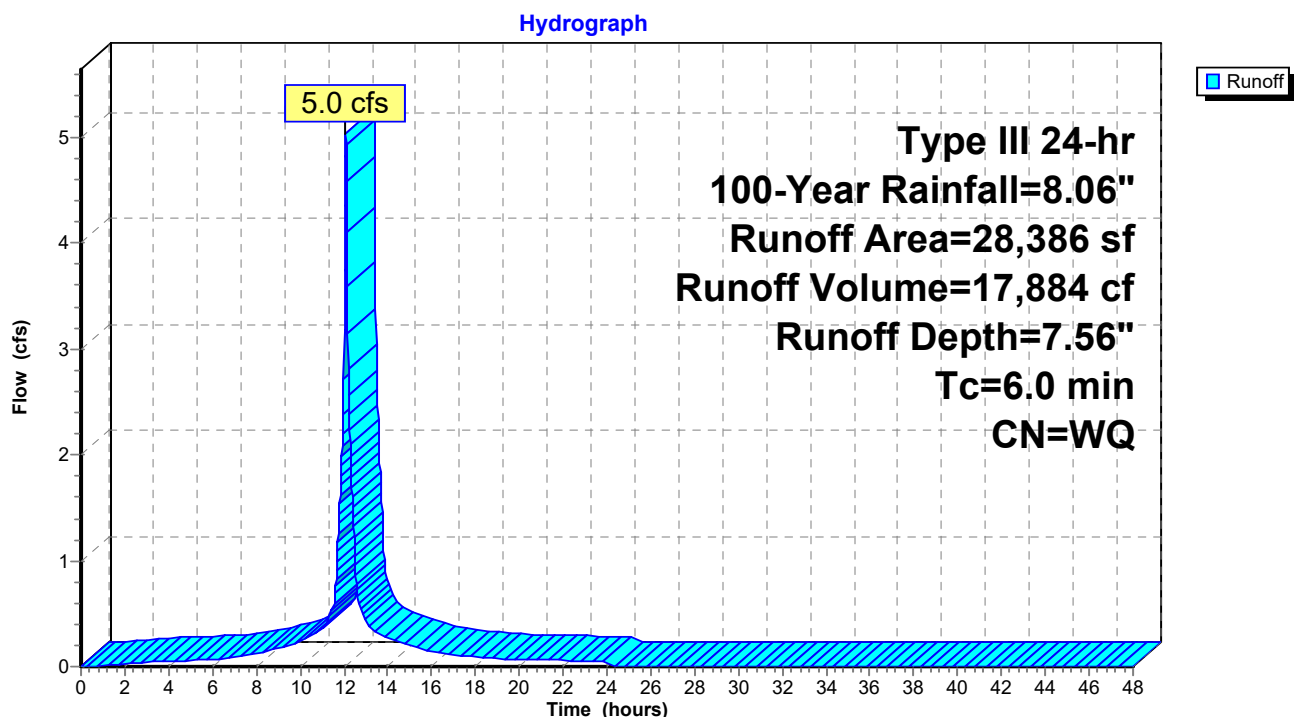
Summary for Subcatchment PS-1A:

Runoff = 5.0 cfs @ 12.08 hrs, Volume= 17,884 cf, Depth= 7.56"
Routed to Link DP-1 : Municipal Drainage System

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 100-Year Rainfall=8.06"

Area (sf)	CN	Description
3,446	80	>75% Grass cover, Good, HSG D
13,065	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
28,386		Weighted Average
3,446		12.14% Pervious Area
24,940		87.86% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1A:

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Type III 24-hr 100-Year Rainfall=8.06"

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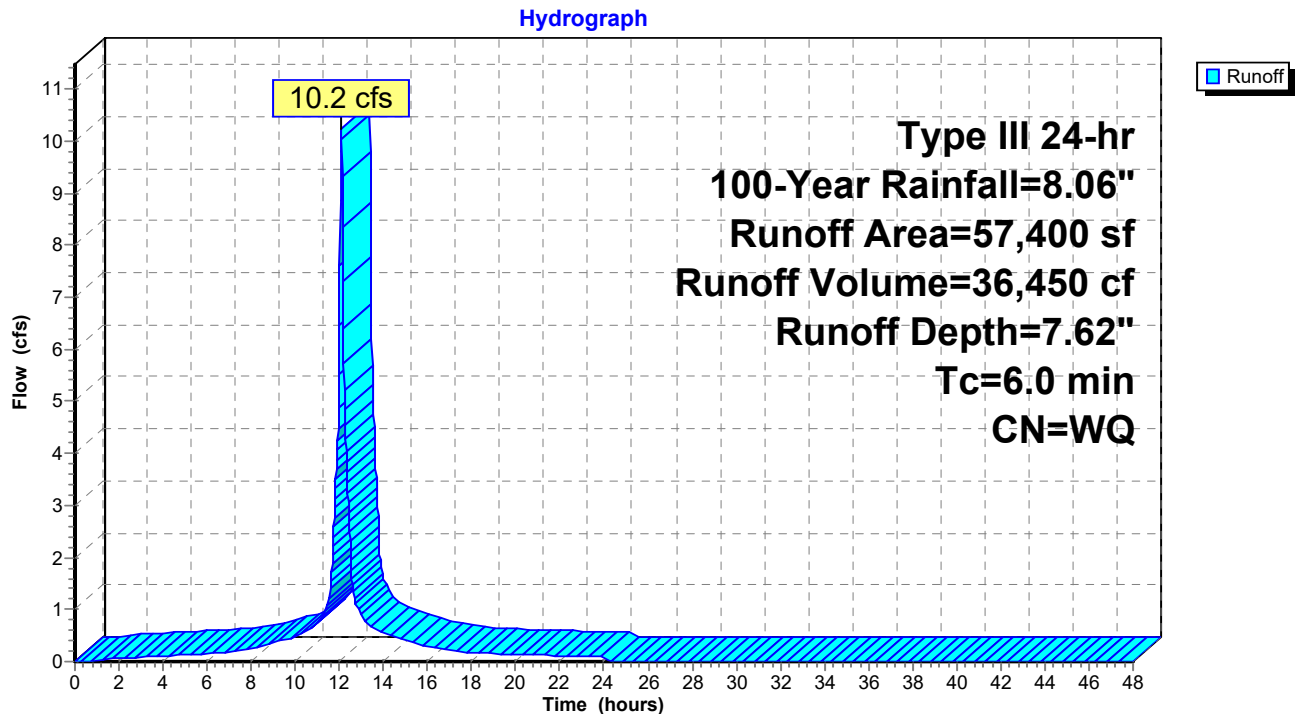
Summary for Subcatchment PS-1B:

Runoff = 10.2 cfs @ 12.08 hrs, Volume= 36,450 cf, Depth= 7.62"
Routed to Pond 1P : Subsurface Basin

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 100-Year Rainfall=8.06"

Area (sf)	CN	Description
5,368	80	>75% Grass cover, Good, HSG D
40,157	98	Paved parking, HSG D
11,875	98	Roofs, HSG D
57,400		Weighted Average
5,368		9.35% Pervious Area
52,032		90.65% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PS-1B:

Summary for Pond 1P: Subsurface Basin

Inflow Area = 57,400 sf, 90.65% Impervious, Inflow Depth = 7.62" for 100-Year event
 Inflow = 10.2 cfs @ 12.08 hrs, Volume= 36,450 cf
 Outflow = 8.3 cfs @ 12.14 hrs, Volume= 36,450 cf, Atten= 19%, Lag= 3.4 min
 Discarded = 0.1 cfs @ 5.38 hrs, Volume= 15,695 cf
 Primary = 8.2 cfs @ 12.14 hrs, Volume= 20,754 cf
 Routed to Link DP-1 : Municipal Drainage System

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
 Peak Elev= 75.63' @ 12.14 hrs Surf.Area= 2,304 sf Storage= 7,853 cf

Plug-Flow detention time= 198.2 min calculated for 36,435 cf (100% of inflow)
 Center-of-Mass det. time= 198.5 min (943.9 - 745.4)

Volume	Invert	Avail.Storage	Storage Description
#1A	71.50'	461 cf	32.00'W x 72.00'L x 5.67'H Field A 13,056 cf Overall - 11,904 cf Embedded = 1,152 cf x 40.0% Voids
#2A	72.00'	9,167 cf	retain_it retain_it 4.5' x 36 Inside #1 Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf 4 Rows adjusted for 233.2 cf perimeter wall
		9,628 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	71.50'	12.0" Round Culvert L= 48.5' RCP, groove end projecting, Ke= 0.200 Inlet / Outlet Invert= 71.50' / 70.00' S= 0.0309 ' S= 0.0309 ' Cc= 0.900 n= 0.013 Corrugated PE, smooth interior, Flow Area= 0.79 sf
#2	Device 1	74.70'	4.0' long Sharp-Crested Rectangular Weir 2 End Contraction(s)
#3	Discarded	71.50'	2.410 in/hr Exfiltration over Surface area Phase-In= 0.01'

Discarded OutFlow Max=0.1 cfs @ 5.38 hrs HW=71.56' (Free Discharge)

↑ **3=Exfiltration** (Exfiltration Controls 0.1 cfs)

Primary OutFlow Max=8.2 cfs @ 12.14 hrs HW=75.63' (Free Discharge)

↑ **1=Culvert** (Barrel Controls 8.2 cfs @ 10.46 fps)

↑ **2=Sharp-Crested Rectangular Weir** (Passes 8.2 cfs of 11.2 cfs potential flow)

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Type III 24-hr 100-Year Rainfall=8.06"

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Pond 1P: Subsurface Basin - Chamber Wizard Field A

Chamber Model = retain_it retain_it 4.5' (retain-it®)

Inside= 84.0"W x 54.0"H => 32.64 sf x 8.00'L = 261.1 cf

Outside= 96.0"W x 62.0"H => 41.33 sf x 8.00'L = 330.7 cf

4 Rows adjusted for 233.2 cf perimeter wall

9 Chambers/Row x 8.00' Long = 72.00' Row Length

4 Rows x 96.0" Wide = 32.00' Base Width

6.0" Stone Base + 62.0" Chamber Height = 5.67' Field Height

9.0 cf Sidewall x 9 x 2 + 9.0 cf Endwall x 4 x 2 = 233.2 cf Perimeter Wall

36 Chambers x 261.1 cf - 233.2 cf Perimeter wall = 9,166.8 cf Chamber Storage

36 Chambers x 330.7 cf = 11,904.0 cf Displacement

13,056.0 cf Field - 11,904.0 cf Chambers = 1,152.0 cf Stone x 40.0% Voids = 460.8 cf Stone Storage

Chamber Storage + Stone Storage = 9,627.6 cf = 0.221 af

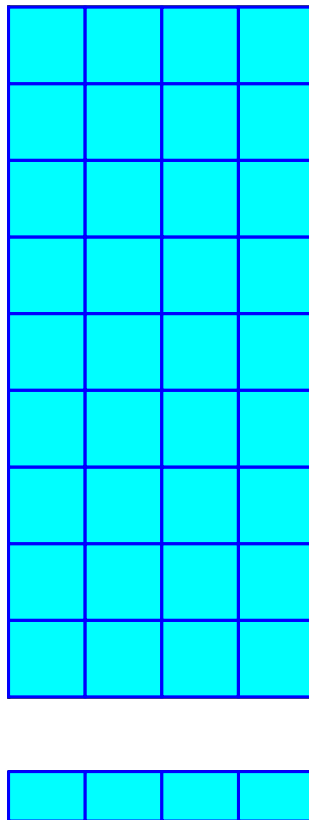
Overall Storage Efficiency = 73.7%

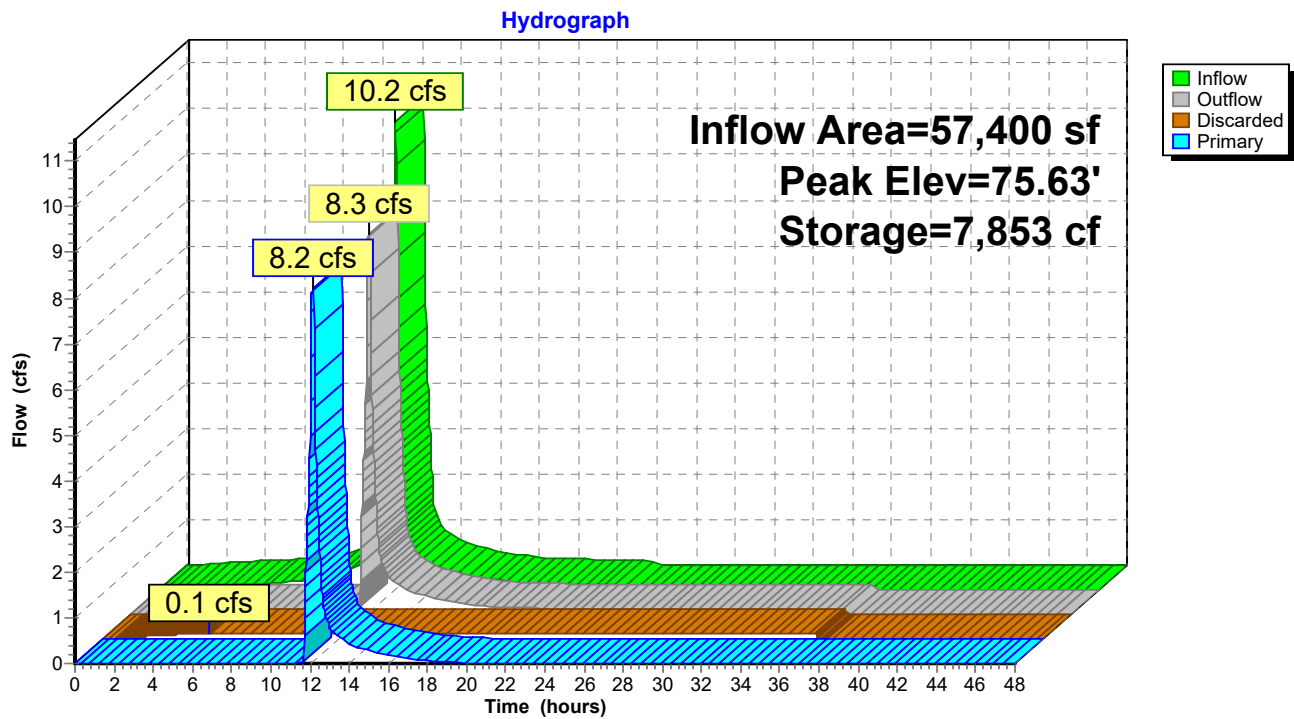
Overall System Size = 72.00' x 32.00' x 5.67'

36 Chambers

483.6 cy Field

42.7 cy Stone



Pond 1P: Subsurface Basin

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Type III 24-hr 100-Year Rainfall=8.06"

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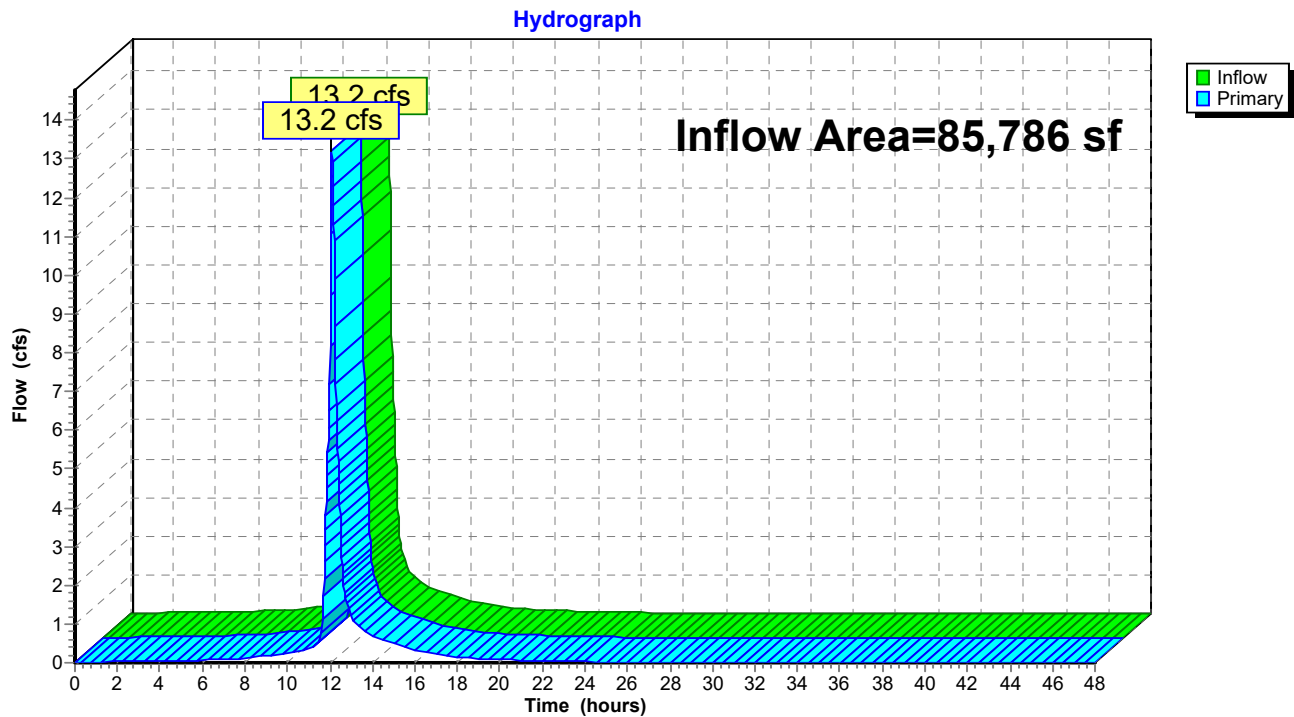
Stage-Area-Storage for Pond 1P: Subsurface Basin

Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)	Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)
71.50	2,304	0	76.80	2,304	9,628
71.60	2,304	92	76.90	2,304	9,628
71.70	2,304	184	77.00	2,304	9,628
71.80	2,304	276	77.10	2,304	9,628
71.90	2,304	369			
72.00	2,304	461			
72.10	2,304	665			
72.20	2,304	868			
72.30	2,304	1,072			
72.40	2,304	1,276			
72.50	2,304	1,479			
72.60	2,304	1,683			
72.70	2,304	1,887			
72.80	2,304	2,090			
72.90	2,304	2,294			
73.00	2,304	2,498			
73.10	2,304	2,702			
73.20	2,304	2,905			
73.30	2,304	3,109			
73.40	2,304	3,313			
73.50	2,304	3,516			
73.60	2,304	3,720			
73.70	2,304	3,924			
73.80	2,304	4,128			
73.90	2,304	4,331			
74.00	2,304	4,535			
74.10	2,304	4,739			
74.20	2,304	4,942			
74.30	2,304	5,146			
74.40	2,304	5,350			
74.50	2,304	5,553			
74.60	2,304	5,757			
74.70	2,304	5,961			
74.80	2,304	6,165			
74.90	2,304	6,368			
75.00	2,304	6,572			
75.10	2,304	6,776			
75.20	2,304	6,979			
75.30	2,304	7,183			
75.40	2,304	7,387			
75.50	2,304	7,590			
75.60	2,304	7,794			
75.70	2,304	7,998			
75.80	2,304	8,202			
75.90	2,304	8,405			
76.00	2,304	8,609			
76.10	2,304	8,813			
76.20	2,304	9,016			
76.30	2,304	9,220			
76.40	2,304	9,424			
76.50	2,304	9,628			
76.60	2,304	9,628			
76.70	2,304	9,628			

Summary for Link DP-1: Municipal Drainage System

Inflow Area = 85,786 sf, 89.73% Impervious, Inflow Depth = 5.40" for 100-Year event
Inflow = 13.2 cfs @ 12.09 hrs, Volume= 38,639 cf
Primary = 13.2 cfs @ 12.09 hrs, Volume= 38,639 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Link DP-1: Municipal Drainage System



NOAA Atlas 14, Volume 10, Version 3
Location name: Holyoke, Massachusetts, USA*
Latitude: 42.2003°, Longitude: -72.5993°
Elevation: 82 ft**
* source: ESRI Maps
** source: USGS



POINT PRECIPITATION FREQUENCY ESTIMATES

Sanja Perica, Sandra Pavlovic, Michael St. Laurent, Carl Trypaluk, Dale Unruh, Orlan Wilhite

NOAA, National Weather Service, Silver Spring, Maryland

[PF_tabular](#) | [PF_graphical](#) | [Maps & aerials](#)

PF tabular

PDS-based point precipitation frequency estimates with 90% confidence intervals (in inches) ¹										
Duration	Average recurrence interval (years)									
	1	2	5	10	25	50	100	200	500	1000
5-min	0.332 (0.255-0.425)	0.398 (0.306-0.511)	0.506 (0.388-0.652)	0.596 (0.454-0.772)	0.720 (0.532-0.976)	0.813 (0.589-1.13)	0.910 (0.641-1.31)	1.02 (0.682-1.51)	1.17 (0.754-1.80)	1.29 (0.814-2.03)
10-min	0.471 (0.362-0.603)	0.564 (0.433-0.724)	0.717 (0.549-0.924)	0.845 (0.643-1.09)	1.02 (0.753-1.38)	1.15 (0.835-1.60)	1.29 (0.908-1.86)	1.44 (0.966-2.14)	1.65 (1.07-2.54)	1.82 (1.15-2.87)
15-min	0.554 (0.426-0.709)	0.664 (0.510-0.851)	0.844 (0.646-1.09)	0.993 (0.756-1.29)	1.20 (0.886-1.63)	1.36 (0.982-1.88)	1.52 (1.07-2.19)	1.69 (1.14-2.52)	1.94 (1.26-3.00)	2.14 (1.36-3.38)
30-min	0.750 (0.577-0.961)	0.900 (0.692-1.16)	1.14 (0.876-1.47)	1.35 (1.03-1.75)	1.63 (1.20-2.21)	1.84 (1.33-2.56)	2.06 (1.45-2.97)	2.30 (1.54-3.42)	2.64 (1.71-4.07)	2.92 (1.84-4.60)
60-min	0.947 (0.728-1.21)	1.14 (0.873-1.46)	1.45 (1.11-1.86)	1.70 (1.30-2.21)	2.06 (1.52-2.79)	2.33 (1.68-3.23)	2.60 (1.84-3.76)	2.91 (1.95-4.32)	3.34 (2.16-5.15)	3.68 (2.33-5.81)
2-hr	1.21 (0.939-1.53)	1.44 (1.12-1.83)	1.83 (1.41-2.33)	2.15 (1.65-2.75)	2.59 (1.93-3.49)	2.92 (2.14-4.03)	3.26 (2.33-4.71)	3.67 (2.48-5.42)	4.28 (2.78-6.56)	4.78 (3.04-7.50)
3-hr	1.38 (1.08-1.74)	1.66 (1.29-2.09)	2.10 (1.64-2.66)	2.47 (1.91-3.15)	2.98 (2.24-4.01)	3.36 (2.48-4.64)	3.77 (2.71-5.44)	4.26 (2.88-6.26)	5.01 (3.26-7.66)	5.66 (3.60-8.83)
6-hr	1.72 (1.36-2.14)	2.08 (1.64-2.60)	2.68 (2.11-3.37)	3.18 (2.49-4.02)	3.87 (2.94-5.18)	4.37 (3.26-6.02)	4.93 (3.60-7.12)	5.63 (3.82-8.22)	6.73 (4.39-10.2)	7.70 (4.91-11.9)
12-hr	2.09 (1.67-2.59)	2.60 (2.07-3.21)	3.42 (2.72-4.25)	4.10 (3.24-5.13)	5.04 (3.87-6.70)	5.72 (4.32-7.84)	6.49 (4.79-9.36)	7.47 (5.09-10.8)	9.06 (5.93-13.7)	10.5 (6.69-16.1)
24-hr	2.47 (1.99-3.02)	3.11 (2.51-3.81)	4.16 (3.34-5.12)	5.03 (4.01-6.22)	6.22 (4.82-8.22)	7.09 (5.40-9.65)	8.06 (6.01-11.6)	9.34 (6.40-13.5)	11.4 (7.50-17.1)	13.3 (8.52-20.3)
2-day	2.84 (2.32-3.44)	3.59 (2.92-4.35)	4.81 (3.90-5.86)	5.82 (4.70-7.14)	7.22 (5.65-9.46)	8.23 (6.33-11.1)	9.37 (7.04-13.4)	10.9 (7.49-15.6)	13.4 (8.82-19.9)	15.6 (10.0-23.7)
3-day	3.11 (2.55-3.74)	3.92 (3.21-4.72)	5.24 (4.28-6.34)	6.34 (5.14-7.72)	7.84 (6.18-10.2)	8.94 (6.91-12.0)	10.2 (7.68-14.5)	11.8 (8.16-16.8)	14.5 (9.60-21.5)	17.0 (10.9-25.7)
4-day	3.34 (2.76-4.00)	4.20 (3.46-5.03)	5.59 (4.59-6.74)	6.75 (5.50-8.19)	8.35 (6.60-10.8)	9.51 (7.37-12.7)	10.8 (8.19-15.3)	12.5 (8.68-17.8)	15.4 (10.2-22.8)	18.0 (11.6-27.1)
7-day	3.97	4.92	6.47	7.76	9.53	10.8	12.3	14.2	17.2	20.0

	(3.30-4.72)	(4.09-5.85)	(5.36-7.73)	(6.38-9.34)	(7.58-12.2)	(8.43-14.4)	(9.31-17.2)	(9.84-20.0)	(11.4-25.3)	(12.9-30.0)
10-day	4.60 (3.85-5.43)	5.60 (4.68-6.62)	7.23 (6.02-8.60)	8.59 (7.10-10.3)	10.5 (8.35-13.3)	11.8 (9.23-15.5)	13.3 (10.1-18.5)	15.3 (10.7-21.4)	18.4 (12.2-26.9)	21.1 (13.7-31.6)
20-day	6.58 (5.57-7.70)	7.64 (6.46-8.95)	9.38 (7.89-11.0)	10.8 (9.04-12.8)	12.8 (10.3-16.0)	14.3 (11.2-18.4)	15.8 (12.0-21.4)	17.7 (12.5-24.6)	20.5 (13.8-29.8)	22.9 (14.9-34.1)
30-day	8.26 (7.04-9.60)	9.35 (7.96-10.9)	11.1 (9.44-13.0)	12.6 (10.6-14.9)	14.7 (11.8-18.2)	16.2 (12.7-20.6)	17.8 (13.4-23.7)	19.6 (13.8-27.0)	22.1 (14.9-31.9)	24.2 (15.8-35.8)
45-day	10.3 (8.87-11.9)	11.5 (9.84-13.3)	13.3 (11.4-15.5)	14.9 (12.6-17.4)	17.0 (13.8-20.9)	18.7 (14.7-23.5)	20.3 (15.3-26.6)	22.0 (15.6-30.2)	24.3 (16.4-34.8)	26.0 (17.0-38.3)
60-day	12.1 (10.4-13.9)	13.3 (11.4-15.3)	15.2 (13.0-17.6)	16.8 (14.3-19.6)	19.1 (15.5-23.2)	20.8 (16.4-26.0)	22.5 (16.9-29.3)	24.2 (17.2-33.0)	26.2 (17.8-37.5)	27.7 (18.1-40.8)

¹ Precipitation frequency (PF) estimates in this table are based on frequency analysis of partial duration series (PDS).

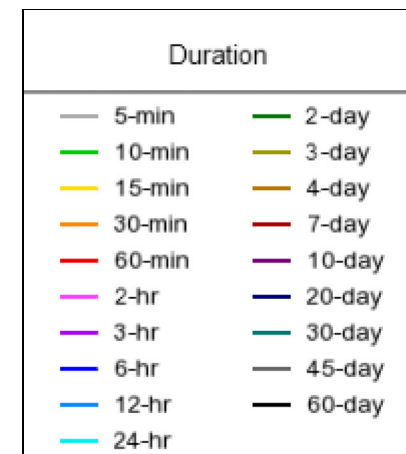
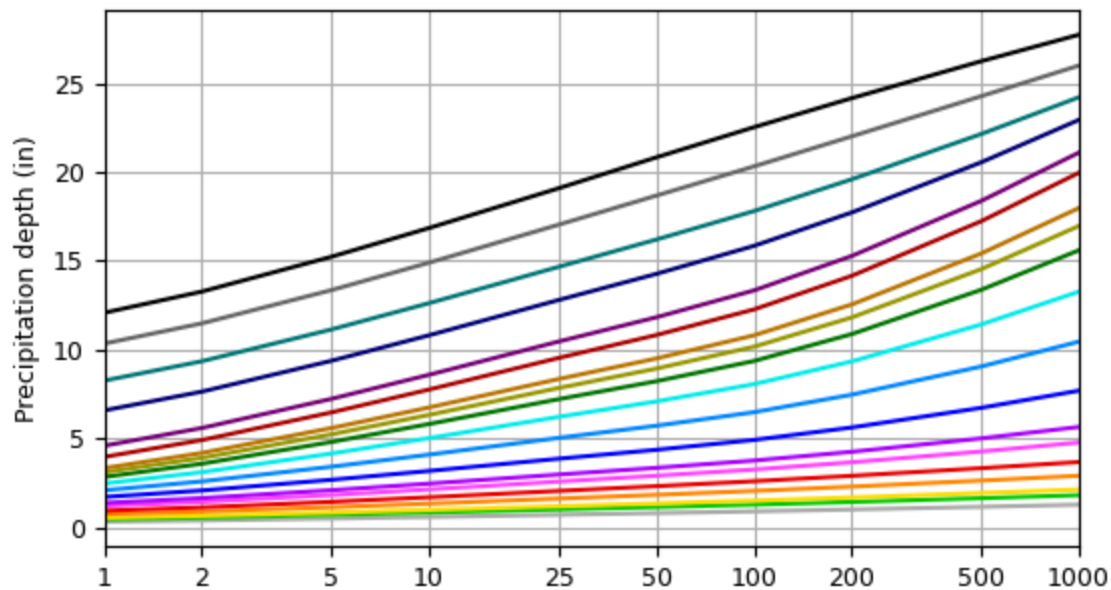
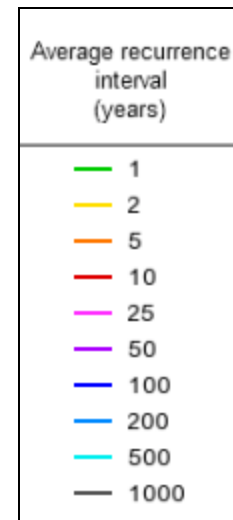
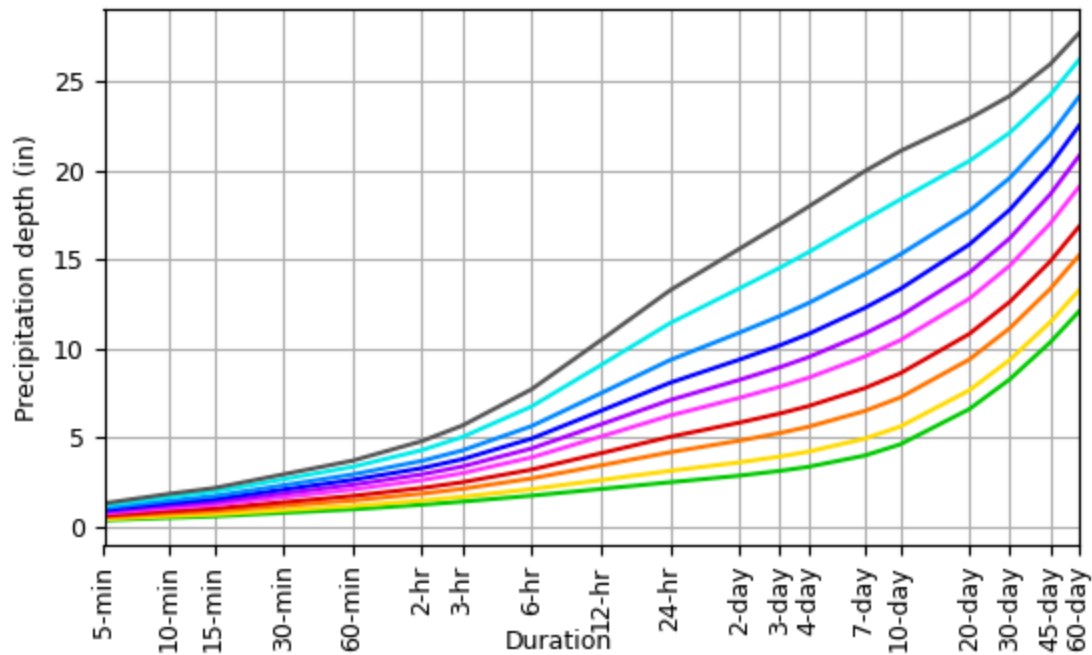
Numbers in parenthesis are PF estimates at lower and upper bounds of the 90% confidence interval. The probability that precipitation frequency estimates (for a given duration and average recurrence interval) will be greater than the upper bound (or less than the lower bound) is 5%. Estimates at upper bounds are not checked against probable maximum precipitation (PMP) estimates and may be higher than currently valid PMP values.

Please refer to NOAA Atlas 14 document for more information.

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PF graphical

PDS-based depth-duration-frequency (DDF) curves
 Latitude: 42.2003°, Longitude: -72.5993°



Average recurrence interval (years)

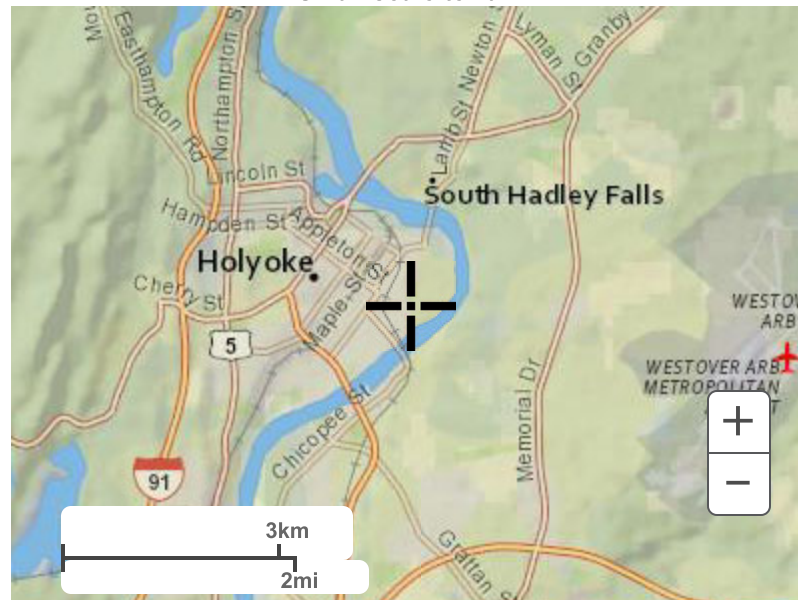
NOAA Atlas 14, Volume 10, Version 3

Created (GMT): Tue Oct 22 10:52:49 2024

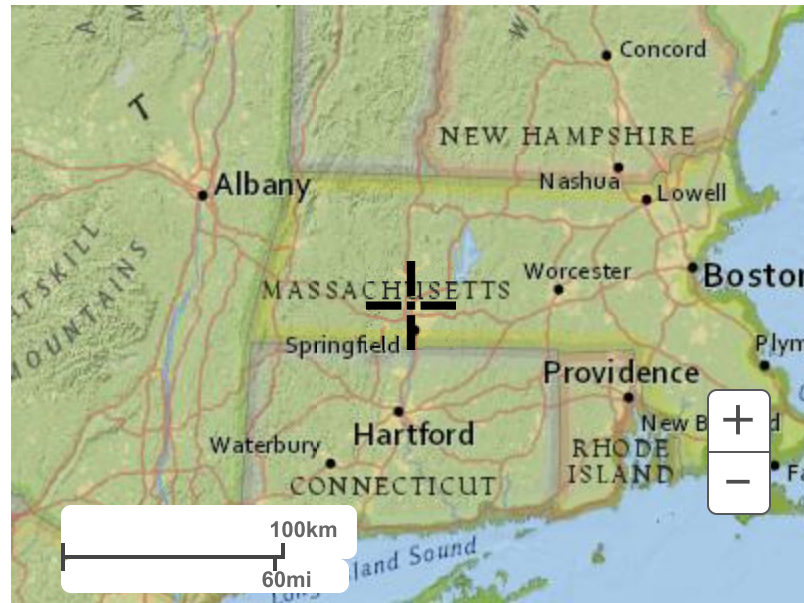
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Maps & aerials

Small scale terrain



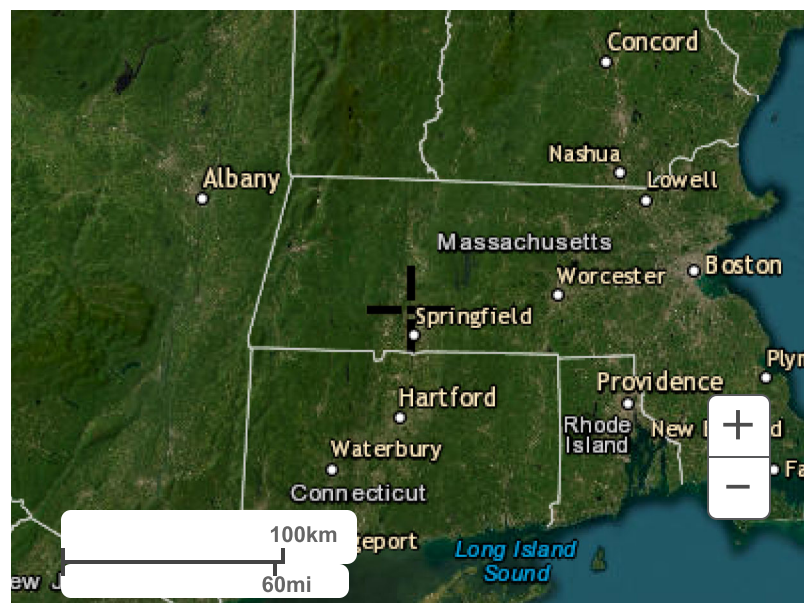
Large scale terrain



Large scale map



Large scale aerial



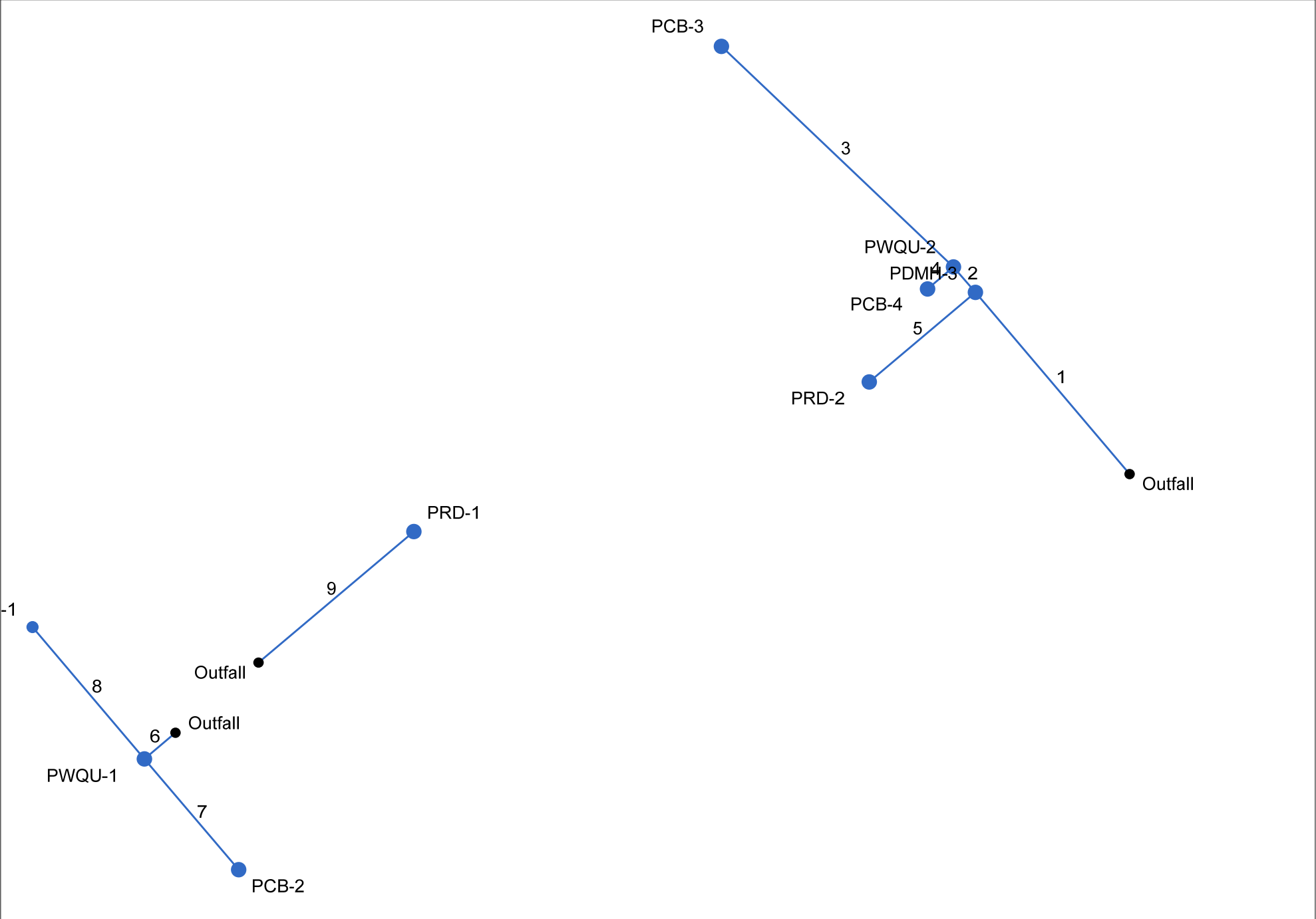
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Appendix D: Hydraulic Calculations

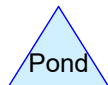
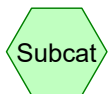
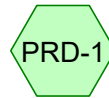
Hydraflow Storm Sewers Extension for Autodesk® Civil 3D® Plan



Project File: CADEXPORT.stm	Number of lines: 9	Date: 11/5/2024
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Storm Sewer Tabulation

Station		Len	Drng Area		Rnoff coeff	Area x C		Tc		Rain (l)	Total flow	Cap full	Vel	Pipe		Invert Elev		HGL Elev		Grnd / Rim Elev		Line ID
Line	To Line		Incr	Total		Incr	Total	Inlet	Syst					Size	Slope	Dn	Up	Dn	Up	Dn	Up	
		(ft)	(ac)	(ac)	(C)			(min)	(min)	(in/hr)	(cfs)	(cfs)	(ft/s)	(in)	(%)	(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	
1	End	70.339	0.00	0.00	0.00	0.00	0.00	0.0	1.4	0.0	3.10	5.04	4.57	12	2.00	73.30	74.71	74.18	75.46	79.97	80.66	P-D-PIPE-(21) (1)
2	1	10.000	0.00	0.00	0.00	0.00	0.00	0.0	1.4	0.0	1.80	5.04	3.60	12	2.00	74.81	75.01	75.46	75.58	80.66	80.59	P-D-PIPE-(21)
3	2	94.530	0.00	0.00	0.00	0.00	0.00	0.0	0.0	0.0	0.90	5.04	2.79	12	2.00	75.11	77.00	75.58	77.40	80.59	80.42	P-D-PIPE-(19)
4	2	10.000	0.00	0.00	0.00	0.00	0.00	0.0	0.0	0.0	0.90	5.04	2.79	12	2.00	75.11	75.31	75.58	75.71	80.59	80.42	P-D-PIPE-(20)
5	1	41.000	0.00	0.00	0.00	0.00	0.00	0.0	0.0	0.0	1.30	3.56	2.93	12	1.00	74.81	75.22	75.46	75.70	80.66	80.59	P-D-PIPE-(25)
6	End	12.000	0.00	0.00	0.00	0.00	0.00	0.0	0.3	0.0	4.80	7.27	6.32	12	4.17	73.00	73.50	73.95	74.41	74.16	80.11	P-D-PIPE-(23)
7	6	43.000	0.00	0.00	0.00	0.00	0.00	0.0	0.0	0.0	2.40	8.41	3.94	12	5.58	73.60	76.00	74.41	76.66	80.11	79.25	P-D-PIPE-(18)
8	6	51.000	0.00	0.00	0.00	0.00	0.00	0.0	0.0	0.0	2.40	7.73	3.94	12	4.71	73.60	76.00	74.41	76.66	80.11	79.25	P-D-PIPE-(13)
9	End	60.000	0.00	0.00	0.00	0.00	0.00	0.0	0.0	0.0	1.30	5.04	2.78	12	2.00	73.00	74.20	73.74	74.68	80.08	80.08	P-D-PIPE-(24)
Project File: CADEXPORT.stm																Number of lines: 9				Run Date: 11/5/2024		
NOTES:Known Qs only ; c = cir e = ellip b = box																						



Routing Diagram for 240706 - INLET
Prepared by R Levesque Associates, Printed 10/29/2024
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240706 - INLET*Type III 24-hr 10-Year Rainfall=5.03"*

Prepared by R Levesque Associates

Printed 10/29/2024

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Time span=0.00-48.00 hrs, dt=0.02 hrs, 2401 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-Q
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment PCB-1:	Runoff Area=21,548 sf 94.07% Impervious Runoff Depth=4.68" Tc=6.0 min CN=WQ Runoff=2.4 cfs 8,407 cf
Subcatchment PCB-2:	Runoff Area=21,977 sf 90.49% Impervious Runoff Depth=4.61" Tc=6.0 min CN=WQ Runoff=2.4 cfs 8,452 cf
Subcatchment PCB-3:	Runoff Area=8,176 sf 79.17% Impervious Runoff Depth=4.40" Tc=6.0 min CN=WQ Runoff=0.9 cfs 3,000 cf
Subcatchment PCB-4:	Runoff Area=8,335 sf 79.08% Impervious Runoff Depth=4.40" Tc=6.0 min CN=WQ Runoff=0.9 cfs 3,057 cf
Subcatchment PRD-1:	Runoff Area=11,875 sf 100.00% Impervious Runoff Depth=4.79" Tc=6.0 min CN=98 Runoff=1.3 cfs 4,743 cf
Subcatchment PRD-2:	Runoff Area=11,875 sf 100.00% Impervious Runoff Depth=4.79" Tc=6.0 min CN=98 Runoff=1.3 cfs 4,743 cf

Total Runoff Area = 83,786 sf Runoff Volume = 32,402 cf Average Runoff Depth = 4.64"
8.13% Pervious = 6,814 sf 91.87% Impervious = 76,972 sf

240706 - INLET

Type III 24-hr 10-Year Rainfall=5.03"

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Summary for Subcatchment PCB-1:

Runoff = 2.4 cfs @ 12.08 hrs, Volume= 8,407 cf, Depth= 4.68"

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs

Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
1,278	80	>75% Grass cover, Good, HSG D
20,270	98	Paved parking, HSG D
21,548		Weighted Average
1,278		5.93% Pervious Area
20,270		94.07% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

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Type III 24-hr 10-Year Rainfall=5.03"
Printed 10/29/2024
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Summary for Subcatchment PCB-2:

Runoff = 2.4 cfs @ 12.08 hrs, Volume= 8,452 cf, Depth= 4.61"

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
2,090	80	>75% Grass cover, Good, HSG D
19,887	98	Paved parking, HSG D
21,977		Weighted Average
2,090		9.51% Pervious Area
19,887		90.49% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

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Type III 24-hr 10-Year Rainfall=5.03"
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Summary for Subcatchment PCB-3:

Runoff = 0.9 cfs @ 12.08 hrs, Volume= 3,000 cf, Depth= 4.40"

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
1,703	80	>75% Grass cover, Good, HSG D
6,473	98	Paved parking, HSG D
8,176		Weighted Average
1,703		20.83% Pervious Area
6,473		79.17% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

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Type III 24-hr 10-Year Rainfall=5.03"
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Summary for Subcatchment PCB-4:

Runoff = 0.9 cfs @ 12.08 hrs, Volume= 3,057 cf, Depth= 4.40"

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
1,743	80	>75% Grass cover, Good, HSG D
6,592	98	Paved parking, HSG D
8,335		Weighted Average
1,743		20.92% Pervious Area
6,592		79.08% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

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Type III 24-hr 10-Year Rainfall=5.03"
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Summary for Subcatchment PRD-1:

Runoff = 1.3 cfs @ 12.08 hrs, Volume= 4,743 cf, Depth= 4.79"

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
11,875	98	Roofs, HSG D
11,875		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

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Type III 24-hr 10-Year Rainfall=5.03"
Printed 10/29/2024
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Summary for Subcatchment PRD-2:

Runoff = 1.3 cfs @ 12.08 hrs, Volume= 4,743 cf, Depth= 4.79"

Runoff by SCS TR-20 method, UH=SCS, Weighted-Q, Time Span= 0.00-48.00 hrs, dt= 0.02 hrs
Type III 24-hr 10-Year Rainfall=5.03"

Area (sf)	CN	Description
11,875	98	Roofs, HSG D
11,875		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Appendix E: MassDEP Calculations

- Impervious Area Calculations
- Stage-storage for Subsurface Infiltration Basin
- Water Quality Flow Rate Calculations – PWQU-1
- Water Quality Flow Rate Calculations – PWQU-2
- Water Quality Conversion Table
- Barracuda Max Info Sheet
- Barracuda Max Maintenance Guide
- TSS Removal Form
- Water Quality – Phosphorus and Nitrogen Reduction

Standard 3: Recharge Calculations

Impervious Area Calculations

Existing Impervious Area

Sub-Catchment	Roof (sf)	Other Impervious (sf)	Sum (sf)
ES-1	54,901	30,885	85,786
	54,901	30,885	85,786

Proposed Impervious Area

Sub-Catchment	Roof (sf)	Other Impervious (sf)	Sum (sf)
PS-1A	11,875	13,065	24,940
PS-1B	11,875	40,157	52,032
	23,750	53,222	76,972

Tributary to Infiltration Basin

Summary Table

Total Existing Impervious Area	85786	SF
Total Proposed Impervious Area	76,972	SF
Total New Impervious Area	-8,814	SF

240706 - POST

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Type III 24-hr 100-Year Rainfall=8.06"

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Stage-Area-Storage for Pond 1P: Subsurface Basin

Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)	Elevation (feet)	Surface (sq-ft)	Storage (cubic-feet)
71.50	2,304	0	76.80	2,304	9,628
71.60	2,304	92	76.90	2,304	9,628
71.70	2,304	184	77.00	2,304	9,628
71.80	2,304	276	77.10	2,304	9,628
71.90	2,304	369			
72.00	2,304	461			
72.10	2,304	665			
72.20	2,304	868			
72.30	2,304	1,072			
72.40	2,304	1,276			
72.50	2,304	1,479			
72.60	2,304	1,683			
72.70	2,304	1,887			
72.80	2,304	2,090			
72.90	2,304	2,294			
73.00	2,304	2,498			
73.10	2,304	2,702			
73.20	2,304	2,905			
73.30	2,304	3,109			
73.40	2,304	3,313			
73.50	2,304	3,516			
73.60	2,304	3,720			
73.70	2,304	3,924			
73.80	2,304	4,128			
73.90	2,304	4,331			
74.00	2,304	4,535			
74.10	2,304	4,739			
74.20	2,304	4,942			
74.30	2,304	5,146			
74.40	2,304	5,350			
74.50	2,304	5,553			
74.60	2,304	5,757			
74.70	2,304	5,961			
74.80	2,304	6,165			
74.90	2,304	6,368			
75.00	2,304	6,572			
75.10	2,304	6,776			
75.20	2,304	6,979			
75.30	2,304	7,183			
75.40	2,304	7,387			
75.50	2,304	7,590			
75.60	2,304	7,794			
75.70	2,304	7,998			
75.80	2,304	8,202			
75.90	2,304	8,405			
76.00	2,304	8,609			
76.10	2,304	8,813			
76.20	2,304	9,016			
76.30	2,304	9,220			
76.40	2,304	9,424			
76.50	2,304	9,628			
76.60	2,304	9,628			
76.70	2,304	9,628			

Standard 4: Water Quality

Water Quality Volume Conversion to Flow Rate

Note: Required water quality volume based on 1.0-inch of runoff

$$Q = (qu) (A) (WQV)$$

where: **Q** = peak flow rate associated with first 1.0-inch of runoff (c.f.s.)

qu = unit peak discharge (csm/in) - value taken from table based on t_c

A = impervious surface drainage area (sq. mi.)

WQV = water quality volume in watershed inches (1.0-inch)

· Proposed Water Quality Unit (PWQU-1)

t_c	=	0.100 hrs	
qu	=	774 csm/in	(from table)
A	=	0.00187 sq. mi.*	
WQV	=	1.0 inch	

$$Q_{1.0} = 1.44 \text{ c.f.s}$$

* Impervious Area Tributary to PWQU-1 (see Appendix D - HydroCAD INLET for tributary area)

** Barracuda S-4 Water Quality Unit capable of treating up to 1.52 cfs to 80% TSS removal

Standard 4: Water Quality

Water Quality Volume Conversion to Flow Rate

Note: Required water quality volume based on 1.0-inch of runoff

$$Q = (qu) (A) (WQV)$$

where: **Q** = peak flow rate associated with first 1.0-inch of runoff (c.f.s.)

qu = unit peak discharge (csm/in) - value taken from table based on t_c

A = impervious surface drainage area (sq. mi.)

WQV = water quality volume in watershed inches (1.0-inch)

· Proposed Water Quality Unit (PWQU-2)

t_c	=	0.100 hrs	
qu	=	774 csm/in	(from table)
A	=	0.00089 sq. mi.*	
WQV	=	1.0 inch	

$$Q_{1.0} = 0.69 \text{ c.f.s}$$

* Impervious Area Tributary to PWQU-1 (see Appendix D - HydroCAD INLET for tributary area)

** Barracuda S-4 Water Quality Unit capable of treating up to 1.52 cfs to 80% TSS removal

Figure 4: for First 1-inch Runoff, Table of q_u values for I_a/P Curve = 0.034, listed by t_c , for Type III Storm Distribution

Tc (Hours)	q_u (csm/in)	Tc (Hours)	q_u (csm/in)	Tc (Hours)	q_u (csm/in)
0.01	835	2.7	197	7.1	95
0.03	835	2.8	192	7.2	94
0.05	831	2.9	187	7.3	93
0.067	814	3	183	7.4	92
0.083	795	3.1	179	7.5	91
0.1	774	3.2	175	7.6	90
0.116	755	3.3	171	7.7	89
0.133	736	3.4	168	7.8	88
0.15	717	3.5	164	7.9	87
0.167	700	3.6	161	8	86
0.183	685	3.7	158	8.1	85
0.2	669	3.8	155	8.2	84
0.217	654	3.9	152	8.3	84
0.233	641	4	149	8.4	83
0.25	628	4.1	146	8.5	82
0.3	593	4.2	144	8.6	81
0.333	572	4.3	141	8.7	80
0.35	563	4.4	139	8.8	79
0.4	536	4.5	137	8.9	79
0.416	528	4.6	134	9	78
0.5	491	4.7	132	9.1	77
0.583	460	4.8	130	9.2	76
0.6	454	4.9	128	9.3	76
0.667	433	5	126	9.4	75
0.7	424	5.1	124	9.5	74
0.8	398	5.2	122	9.6	74
0.9	376	5.3	120	9.7	73
1	356	5.4	119	9.8	72
1.1	339	5.5	117	9.9	72
1.2	323	5.6	115	10	71
1.3	309	5.7	114		
1.4	296	5.8	112		
1.5	285	5.9	111		
1.6	274	6	109		
1.7	264	6.1	108		
1.8	255	6.2	106		
1.9	247	6.3	105		
2	239	6.4	104		
2.1	232	6.5	102		
2.2	225	6.6	101		
2.3	219	6.7	100		
2.4	213	6.8	99		
2.5	207	6.9	98		
2.6	202	7	96		

Barracuda[®] Max

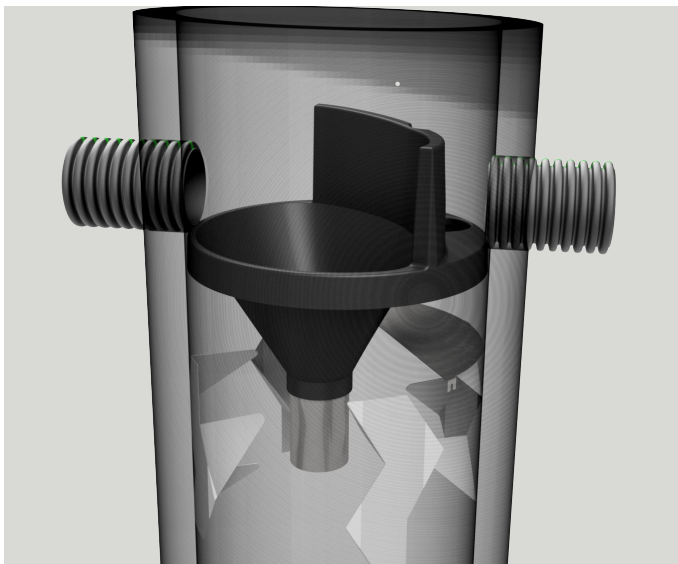
The Barracuda Max is market-changing stormwater quality technology. This high-performance vortex hydrodynamic separator is designed to remove total suspended solids in order to protect our precious receiving waters. The Barracuda Max is also an outstanding value that offers multiple pipe configurations, and quick installation. The “Max” version of the Barracuda is built on the base platform of the original ADS Barracuda with improved removal efficiencies and installation components.

Features

- Single manhole design
- No elevation loss between the inlet and outlet
- Variable inlet/outlet angle configurations (not just 180 degree orientation)
- Internal bypass for inline installation (where applicable)
- Revolutionary, patent pending “teeth” mitigate turbulence in the sump area to prevent resuspension of captured contaminants
- Available with grated drop inlet configuration
- Available with trash and/or oil capture add-ons

Benefits

- Internal components are in stock for quick delivery
- The S3, S4, S6, and S8 can be installed in a standard 36” (900 mm), 48” (1200 mm), 72” (1800 mm), and 96” (2400 mm) precast manhole, respectively
- The S3 & S4 can be provided factory installed within a 36” (900 mm) and 48” (1200 mm) ADS HP manhole and delivered to the jobsite
- The Barracuda Max “teeth” and deflector plate apparatus are fabricated and designed for quick and easy field assembly
- Designed for easy maintenance using a vacuum truck or similar equipment.
- Inspection and maintenance are performed from the surface with no confined space entry



Barracuda Specification

Materials and Design

- Concrete Structures: Designed for H-20 traffic loading and applicable soil loads or as otherwise determined by a Licensed Professional Engineer. The materials and structural design of the devices shall be per ASTM C857 and ASTM C858.
- 36" (900 mm) and 48" (1200 mm) HP Manhole Structures: Made from an impact modified copolymer polypropylene meeting the material requirements of ASTM F2764. The eccentric cone reducer shall be manufactured from polyethylene material meeting ASTM D3350 cell class 213320C. Gaskets shall be made of material meeting the requirements of ASTM F477.
- Separator internals shall be substantially constructed of stainless steel, polyethylene or other thermoplastic material approved by the manufacturer.

Performance

- The stormwater treatment unit shall be an inline unit capable of conveying 100% of the design peak flow. If peak flow rates exceed maximum hydraulic rate, the unit shall be installed offline.
- The Barracuda Max unit shall be designed to remove at least 80% of the suspended solids on an annual aggregate removal basis. Said removal shall be based on full-scale third party testing using OK-110 media gradation or equivalent and 300 mg/L influent concentration. Said full scale testing shall have included sediment capture based on actual total mass collected by the stormwater treatment unit.

- OR -

The Barracuda Max unit shall be designed to remove at least 50% of TSS using a media mix with d_{50} =75 micron and 200 mg/L influent concentration.

- OR -

The Barracuda Max unit shall be designed to remove at least 50% of TSS per current NJDEP/NJCAT HDS protocol.

- The stormwater treatment unit internals shall consist of (1) separator cone assembly, and (1) sump assembly, which includes the "teeth".

Barracuda Max Model	Manhole Diameter	OK-110 (80% removal)	Pretreatment for Infiltration ¹
S3	36" (900 mm)	0.86 CFS (24.1 L/s)	1.65 CFS (46.7 L/s)
S4	48" (1200 mm)	1.52 CFS (43.0 L/s)	2.94 CFS (83.3 L/s)
S6	72" (1800 mm)	3.42 CFS (96.8 L/s)	6.62 CFS (187.5 L/s)
S8	96" (2400 mm)	6.08 CFS (172.2 L/s)	11.76 CFS (333.0 L/s)

* Peak bypass flows are dependent on final design

¹ 50% removal of OK-110.

Installation

Installation of the stormwater treatment unit(s) shall be performed per manufacturer's installation instructions. Such instructions can be obtained by calling Advanced Drainage Systems at 800-821-6710 or by logging on to www.adspipe.com.



Barracuda[®] Max & Barracuda Maintenance Guide

One of Barracuda's advantages is the ease of maintenance. Like any system that collects pollutants, the Barracuda must be maintained for continued effectiveness. Maintenance is a simple procedure performed using a vacuum truck or similar equipment. The systems were designed to minimize the volume of water removed during routine maintenance, reducing disposal costs.

Contractors can access the pollutants stored in the manhole through the manhole cover. This allows them to gain vacuum hose access to the bottom of the manhole to remove sediment and trash. There is no confined space entry necessary for inspection or maintenance.

The entire maintenance procedure typically takes 2 to 4 hours, depending on the system's size, the captured material, and the vacuum truck's capacity.

Local regulations may apply to the maintenance procedure. Safe and legal disposal of pollutants is the responsibility of the maintenance contractor. Maintenance should be performed only by a qualified contractor.

Inspection and Cleaning Cycle

Periodic inspection is needed to determine the need for and frequency of maintenance. You should begin inspecting as soon as construction is complete and then on an annual basis. Typically, the system needs to be cleaned every 1-3 years.

Excessive oils, fuels or sediments may reduce the maintenance cycle. Periodic inspection is important.

Determining When to Clean

To determine the sediment depth, the maintenance contractor should lower a stadia rod into the manhole until it contacts the top of the captured sediment and mark that spot on the rod. Then push the probe through to the bottom of the sump and mark that spot to determine sediment depth.

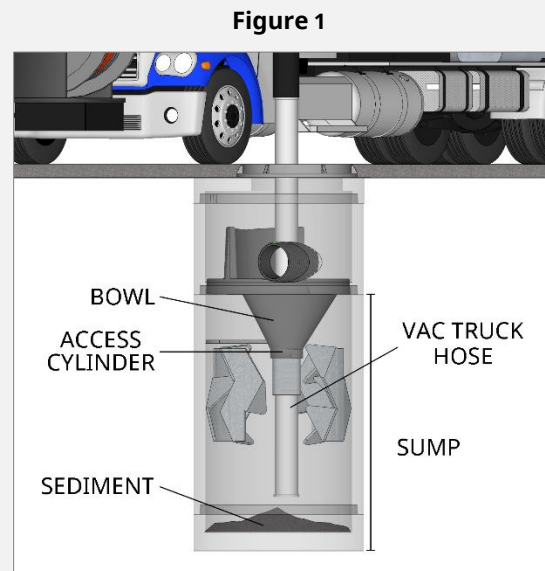
Maintenance should occur when the sediment has reached the levels indicated in the Storage Capacity Chart.

Barracuda Storage Capacities

Model	Manhole Diameter in. (mm)	Total System Volume Gallons (Liters)	Treatment Chamber Capacity Gallons (Liters)	Standard Sediment Capacity (20" depth) Yards ³ (meters ³)	NJDEP Sediment Capacity (50% of standard depth) Yards ³ (meters ³)
S3	36 (900)	264 (999)	212 (803)	0.44 (0.34)	0.22 (0.17)
S4	48 (1200)	665 (2517)	564 (2135)	0.78 (0.60)	0.39 (0.30)
S6	72 (1800)	1497 (5667)	1269 (4804)	1.75 (1.34)	0.88 (0.67)
S8	96 (2400)	4196 (15884)	3835 (14517)	3.10 (2.37)	1.55 (1.19)

Maintenance Instructions

1. Remove the manhole cover to provide access to the pollutant storage. Pollutants are stored in the sump, below the bowl assembly visible from the surface. Access this area through the 8" (200 mm), 10" (250 mm), 15" (375 mm) or 20" (500 mm) diameter access cylinder.
2. Use a vacuum truck or other similar equipment to remove all water, debris, oils and sediment. See figure 1.
3. Use a high pressure hose to clean the manhole of all the remaining sediment and debris. Then, use the vacuum truck to remove the water.
4. Fill the cleaned manhole with water until the level reaches the invert of the outlet pipe.
5. Replace the manhole cover.
6. Dispose of the polluted water, oils, sediment and trash at an approved facility.
 - a. Local regulations prohibit the discharge of solid material into the sanitary system. Check with the local sewer authority for authority to discharge the liquid.
 - b. Some localities treat the pollutants as leachate. Check with local regulators about disposal requirements.
 - c. Additional local regulations may apply to the maintenance procedure.



TSS Removal Form - Subsurface Infiltration Basin

Pre-Treatment	BMP	TSS Removal Rate	Starting TSS Load	Amount Removed	Remaining Load
	Deep Sump Hooded Catch Basin	0.25	1.00	0.25	0.75
	Proprietary* Sedimentation Device	0.80	0.75	0.60	0.15

Total TSS Removal = 85%

TSS Removal Form - Surface Infiltration Basin

Total TSS Removal	BMP	TSS Removal Rate	Starting TSS Load	Amount Removed	Remaining Load
	Deep Sump Hooded Catch Basin	0.25	1.00	0.25	0.75
	Proprietary* Sedimentation Device	0.80	0.75	0.60	0.15
	Subsurface Infiltration	0.80	0.15	0.12	0.03

Total TSS Removal = 97.0%

Nitrogen and Phosphorus Load Reduction

$$BMP - Volume_{in} = \left(\frac{BMP - Volume_{ft^3}}{Impervious Area} \times 12 \frac{in}{ft} \times \frac{1 acre}{43,560 ft^2} \right)$$

where: $BMP - Volume_{ft^3}$ = volume of subsurface detention basin below outlet

$$= 5961 \text{ ft}^3$$

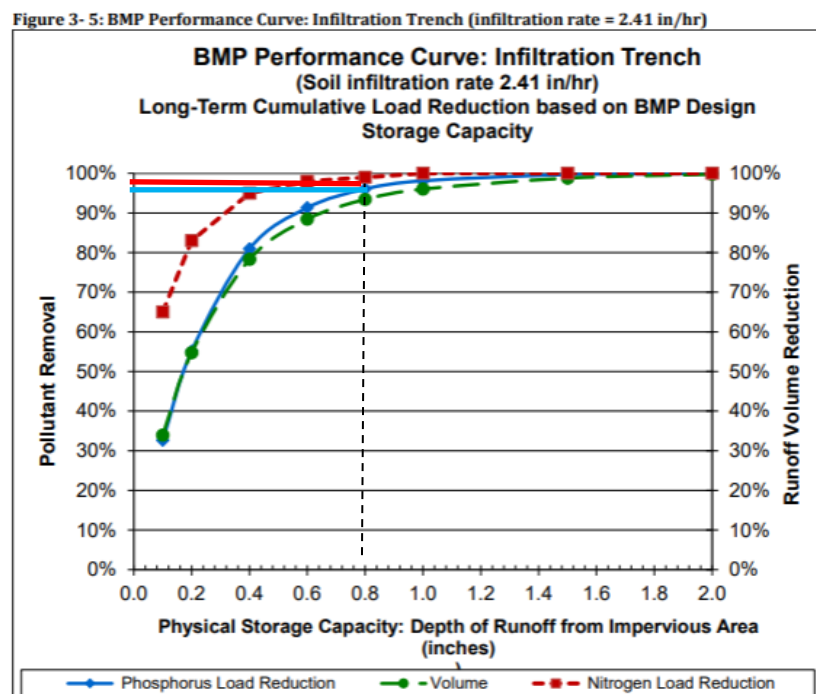
$$Impervious Area = 76972 \text{ ft}^2$$

$$= 1.77 \text{ acre}$$

Calculate the storage volume capacity of the subsurface detention basin in inches of runoff from the contributing impervious area:

$$BMP - Volume_{in} = 0.93 \text{ in}$$

Per guidance from Attachment 3 to Appendix F of the 2016 MS4 Massachusetts permit, the percent nitrogen and phosphorus load reductions for the infiltration basin is determined by utilizing the treatment curves in Figure 3-3 and the storage volume capacity of the BMP in inches:



$$\text{Nitrogen load reduction} = 98\%$$

$$\text{Phosphorus load reduction} = 96\%$$

1. Management Objective			
Select Pollutant Type ->	TN	Total BMP Cost (\$)	\$108,314
Enter Target Load Reduction (%) ->	50.0%	Total Pollutant Load Reduction (%)	98.5%

2. Optimization Target			
Select an option ->	BMP Storage Capacity	Total BMP Storage Capacity (gal)	32,436

3. Watershed Information			
Enter Land Use Area ->	Click Here	Total Impervious Area (ac)	1.2

4. BMP Information			
Enter Drainage Area ->	Click Here	Total Treated Impervious Area (ac)	1.2

5. Optimal Solution						
BMP Type	Design Storage Capacity (ft ³)	BMP Cost (\$)	Treated Impervious Area (ac)	O&M (hr/yr)	Load Reduction (lbs)	Treated Runoff Depth (in)
Biofiltration with ISR	-	\$ -	-	-	-	-
Bioretention	-	\$ -	-	-	-	-
Dry Pond	-	\$ -	-	-	-	-
Grass Swale*	-	\$ -	-	-	-	-
Gravel Wetland	-	\$ -	-	-	-	-
Infiltration Basin	-	\$ -	-	-	-	-
Infiltration Chambers*	-	\$ -	-	-	-	-
Infiltration Trench	4,336	\$ 108,314	1.19	-	18.01	1.00
Porous Pavement*	-	\$ -	-	-	-	-
Sand Filter	-	\$ -	-	-	-	-
Wet Pond	-	\$ -	-	-	-	-

Note: Only fill in the yellow highlighted cells.

* Place holder for future option (not implemented)

Planning Level Analysis

The purpose of this tool is to provide decision-makers a comprehensive overview of stormwater management opportunities in a given watershed. The tool will characterize the watershed characteristics and opportunities for applying a variety of BMP technologies to various source areas based on land use, soils, and impervious cover. There are two approaches of the planning-level analysis tool:

1: BMP Storage Capacity – to evaluate the changes in hydrologic and water quality benefits as the BMP/LID sizes are increased in fixed increments; and

2: BMP Drainage Area – to determine how much impervious area would require treatment if specified BMP design capacities are selected for each HRU type to be treated.

Run Single Scenario

Run Optimize Scenario

Return to Home Page

1. Management Objective			
Select Pollutant Type ->	TP	Total BMP Cost (\$)	\$108,314
Enter Target Load Reduction (%) ->	50.0%	Total Pollutant Load Reduction (%)	96.7%

2. Optimization Target			
Select an option ->	BMP Storage Capacity	Total BMP Storage Capacity (gal)	32,436

3. Watershed Information			
Enter Land Use Area ->	Click Here	Total Impervious Area (ac)	1.2

4. BMP Information			
Enter Drainage Area ->	Click Here	Total Treated Impervious Area (ac)	1.2

5. Optimal Solution						
BMP Type	Design Storage Capacity (ft ³)	BMP Cost (\$)	Treated Impervious Area (ac)	O&M (hr/yr)	Load Reduction (lbs)	Treated Runoff Depth (in)
Biofiltration with ISR	-	\$ -	-	-	-	-
Bioretention	-	\$ -	-	-	-	-
Dry Pond	-	\$ -	-	-	-	-
Grass Swale*	-	\$ -	-	-	-	-
Gravel Wetland	-	\$ -	-	-	-	-
Infiltration Basin	-	\$ -	-	-	-	-
Infiltration Chambers*	-	\$ -	-	-	-	-
Infiltration Trench	4,336	\$ 108,314	1.19	-	2.08	1.00
Porous Pavement*	-	\$ -	-	-	-	-
Sand Filter	-	\$ -	-	-	-	-
Wet Pond	-	\$ -	-	-	-	-

Note: Only fill in the yellow highlighted cells.

* Place holder for future option (not implemented)

Planning Level Analysis

The purpose of this tool is to provide decision-makers a comprehensive overview of stormwater management opportunities in a given watershed. The tool will characterize the watershed characteristics and opportunities for applying a variety of BMP technologies to various source areas based on land use, soils, and impervious cover. There are two approaches of the planning-level analysis tool:

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Run Single Scenario

Run Optimize Scenario

Return to Home Page

Appendix F: Construction Period Erosion Control Plan

Construction Period Erosion Control Plan

Proposed Motor Vehicle Repair Garage

Holyoke, MA 01040

(Parcel ID's: 036-01-002)

Applicant:

L.N. Berneche, Inc.
665 Prospect Street
Chicopee, Massachusetts 01020

Owner:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040

RLA Project File: 240706

November 6, 2024

R LEVESQUE ASSOCIATES, INC

A LAND PLANNING SERVICES COMPANY

40 School Street · Westfield, MA 01085

p 413.568.0985 · f 413.568.0986 · www.rlaland.com



CONSTRUCTION PERIOD EROSION CONTROL PLAN

The project shall implement a construction period erosion control plan. The following provides descriptions and guidelines to ensure that the areas surrounding the project site will be protected from excessive sedimentation and runoff during construction.

1. Construction Period Pollution Prevention And Erosion Control Measures

1.1 Preconstruction Notifications and Meetings

Prior to the start of construction, the contractor shall call together a pre-construction meeting including a representative from the City/Town, the design engineer, contractor, and any pertinent persons that should be in attendance. These requirements shall be the responsibility of the Contractor to arrange, attend, and document.

1.2 Sediment Barrier and Work Limit

Before installation of the sediment barriers, the location shall be staked in the field for review and approval by the owner or their representative. To facilitate sediment barrier installation, woody vegetation may then be removed, and any required trench may be cut by machine, provided all other ground cover is left intact. No excavation, grading, filling, or removal of vegetative ground cover shall begin until sediment barriers have been installed as shown on the plans and have been inspected by the owner or their representative.

1.3 Silt Fence

The bottom of the fence shall be trenched into the ground a minimum of 6" and backfilled with compacted soil. Where trenching is not feasible, silt fence skirt shall be covered with compacted soil or crushed stone. The top of the fabric shall be stretched as tightly as is practical, with intermediate stakes added to correct excessive sags. Stakes shall be driven at least 12" into the ground. Splices between sections shall be made by rolling end stakes together one complete turn and driving into the ground together.

1.4 Straw Bales

Straw bales may be used as temporary and moveable control measures, temporary check dams, or as reinforcement for silt fence in areas of concentrated runoff or high fills. Bales shall be tightly butted and staked 12" into the ground. Where used without silt fence in front, the bales shall be trenched 4" into the ground, backfilled with compacted soil, and the spaces between bales shall be chinked with loose hay.

1.5 Filter Sock (Filtrexx Or Equivalent)

In areas of expected sheet flow, filter sock may be placed directly on the ground without trenching or stakes. In areas of expected concentrated flow, mulch or crushed stone shall be

placed along the up-slope face to control and filter underflow. Additional layers of Filter Sock may be required for adequate freeboard. The filter sock shall be staked at 10 feet on-center or in cases where they cannot be staked, utilize heavy concrete blocks to hold in place.

1.6 Temporary Sedimentation Basins

Temporary sediment basins may be excavations or bermed stormwater detention structures (depending on grading) that will retain runoff for a sufficient period of time to allow suspended soil particles to settle out prior to discharge. These temporary basins will be located based on construction needs as determined by the contractor and outlet devices will be designed to control velocity and sediment. Points of discharge from sediment basins will be stabilized to minimize erosion. If the temporary basin is to be located within an area of future infiltration as part of the stormwater management system, the excavation for the temporary sedimentation basin shall be limited to one foot above final grade of the infiltration structure.

1.7 Stocking Additional Materials

A stock of additional erosion control materials shall be available on the site for emergency repairs and temporary measures. Stock shall be replenished when decreased to 50% of the numbers below. Stock shall include:

Straw Bales – 10 (kept dry) with 20 oak stakes

Or

Silt Fence – 30 Linear feet.

Or

Filter Sock – 4 – 8-foot sections (kept dry)

Washed Stone – One (1) cubic yard, $\frac{3}{4}$ " to 2" diameter

1.8 Trench Protection

Open trenches shall be protected from accumulation of surface water or groundwater that could result in erosion of the trench and discharge of sediment. Where feasible, spoil shall be stockpiled on the up-slope side of the trench to prevent entrance of surface runoff. Backfill shall be crowned to allow for settlement and to avoid concentration of runoff on top of the trench.

1.9 Site Stabilization – Temporary

Where a portion of the site will not be subject to construction activity for over 14 days, measures shall be taken to provide temporary stabilization of that inactive portion of the site, within 14 days of the cessation of construction activity. Stabilization measures may include seeding for temporary cover, mulching, or other measures to protect exposed soil from erosion and prevent sediment movement.

1.10 Site Stabilization – Permanent

Within 14 days of completion of loaming and finish grading on any portion of the site, that area shall be seeded or planted for permanent cover (season permitting) in accordance with USDA NRCS guidelines or equivalent.

1.11 Roadway Sweeping

The entrance to the site and affected portions of the access drive or paved project areas shall be swept as needed to control sediment runoff into storm drains or waterways and to control blowing dust.

2. Short-Term Erosion Control Maintenance

The following provides short-term erosion control maintenance guidelines and requirements.

1. The contractor or subcontractor will be responsible for implementing each control shown on the sedimentation and erosion control plan.
2. All erosion and sediment control devices shall be properly maintained during all phases of construction until the completion of all construction activities and all disturbed areas have been stabilized. Additional control measures will be installed during construction in order to control erosion and/or off-site sedimentation if deemed necessary by on-site inspection.
3. Effective erosion control measures shall be initiated prior to the commencement of clearing, grading, excavation, or other operations that will disturb the natural protection.
4. All sediment and erosion control devices shall be inspected at least once every seven (7) calendar days and after any storm event greater than 0.5 inches of precipitation during any 24-hour period, and the inspection shall be documented in writing. Damaged or ineffective devices shall be repaired or replaced, as necessary.
5. The contractor shall take all reasonable precautions to avoid excess erosion of the site due to the construction of this project.

6. Silt shall be removed from behind barriers if greater than 6-inches deep or as needed. Sediment that is collected in structures shall be disposed of properly and covered if stored on-site
7. Damaged or deteriorated items will be repaired immediately after identification.
8. All ditches shall be stabilized as soon as is practicable to minimize erosion.
9. The contractor shall maintain all erosion control devices in a good, working state of repair. Upon complete stabilization of any tributary areas, the erosion control devices shall be removed and disposed of so as to cause no off-site siltation.
10. Inspect and maintain construction entrance stone such that sediment does not track onto the street. Any sediment tracked onto the street shall be swept daily.
11. After catch basins have been constructed, the contractor shall protect the inlets by constructing inlet protection as shown on the plans.
12. Once the site has been paved, all catch basin inlets shall receive a silt sack type protection.
13. Erosion control measures shall remain in place until all disturbed earth has been substantially stabilized. After removal of structures, disturbed areas shall be regraded and stabilized as necessary.

Appendix G: Long-Term Operation and Maintenance Plan

- Long-Term Operation & Maintenance Plan Narrative
- Retain-It Maintenance Guide
- Barracuda Max Maintenance Guide
- O&M Checklist

Long-Term Operation & Maintenance Plan

Proposed Motor Vehicle Repair Garage

Holyoke, MA 01040

(Parcel ID's: 036-01-002)

Applicant:

L.N. Berneche, Inc.
665 Prospect Street
Chicopee, Massachusetts 01020

Owner:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040

RLA Project File: 240706

November 6, 2024

R LEVESQUE ASSOCIATES, INC

A LAND PLANNING SERVICES COMPANY

40 School Street · Westfield, MA 01085

p 413.568.0985 · f 413.568.0986 · www.rlaland.com



I. Long-Term Stormwater Maintenance Program:

This Long-Term Operation and Maintenance Plan (O&M) identifies inspection and maintenance requirements for the proposed stormwater management system. The O&M references guidelines set forth by the Stormwater Management Handbook developed by the Massachusetts Department of Environmental Protection.

Owner/Responsible Party*:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040

*The party listed shall be responsible for implementation and record keeping of the requirements listed in this operation and maintenance plan. Upon sale of property or any other transition of ownership, the responsible party shall be reinstated as the new owner or any other group created as determined by the owner.

2. Inspection and Maintenance Program:

Regular inspection and routine maintenance are necessary to ensure that the stormwater management system continues to control and treat runoff. The following lists the inspection schedule and maintenance procedures for the proposed stormwater Best Management Practices:

BMP	Inspection Schedule	Maintenance Schedule	Maintenance Procedures
Bituminous Concrete Pavement	Four times per year	Twice per year	Roadway to be swept in March or April following snow melt and again in late November or early December to remove fallen leaves and debris.
Deep-Sump Catch Basins	Four times per year	Four times per year	Remove sediment once deposits reach one half the depth from the bottom sump to the lowest invert.
Stormwater Piping	Once per year	Once per year	Inspect pipe entrances in catch basins and manholes and remove any blockages.
Roof Leaders	Once per year	Once per year	- Inspect downspout connections at grade and remove any blockages. - Open and inspect cleanout locations and remove any blockages.
Water Quality Unit*	As specified by the manufacturer	As specified by the manufacturer	Clean the unit using the method specified by the manufacturer. Vactor trucks are typically used to clean these units.
Subsurface Infiltration Basin	Twice per year	Twice Per year	Verify that the inlet structure has no accumulation of sediment.

*See attached Device Operation and Maintenance Guides

**See attached Maintenance Guide

See the attached Long-Term O&M Inspection Checklist for record keeping purposes.

3. Additional Long-Term Operation and Maintenance Items

The following is a list of additional operation and maintenance items to be implemented by the owner/governing group to maintain the features proposed in this project.

- A. Proper storage, use, and disposal of hazardous chemicals, including automobile fluids, pesticides, paints, solvents, etc. shall be required. Information should be provided on chemicals of concern, proper use, and disposal options. Recycling programs for used motor oil, antifreeze, and other products should be developed.
- B. Vehicle Washing. This management measure involves educating the owner on the water quality impacts of the outdoor washing of vehicles and how to avoid allowing polluted runoff to enter the storm drain system. Outdoor vehicle washing has the potential to result in high loads of nutrients, metals, and hydrocarbons which is conveyed by the detergent-rich water into storm drains.
- C. Recycling, spill prevention and response plans, and proper material storage and disposal of potentially hazardous materials shall be implemented. It will be the responsibility of the owner to contain and legally remove any materials that are spilled onsite. The use of dry floor cleaners and absorbent materials and limiting the use of water to clean pavement is encouraged. Care should be taken to avoid accidental disposal of hazardous materials.
- D. Provisions for storing trash and waste products shall be implemented. The waste materials shall be collected by the owner and all materials shall be properly disposed of.
- E. Requirements for routine inspections and maintenance of stormwater best management practices. Routine inspections shall be performed to ensure the correct functioning of stormwater best management practices. See the specific maintenance criteria for detail regarding inspections and maintenance frequency.
- F. Requirements for Storage and Use of Fertilizers, Herbicides, and Pesticides. Fertilizers, pesticides, herbicides, lawn care chemicals, or other leachable materials shall be used in accordance with the Lawn Care Regulations of the Massachusetts Pesticide Board, 33 CMR 10.03 (30,31), as amended, with manufacturer's label instructions and all other necessary precautions to minimize adverse impacts on surface and groundwater. The storage of any such materials shall be within structure designed to prevent the escape of contaminated runoff or leachate.
- G. Provisions for prevention of illicit discharges to the stormwater management system shall be implemented. Any illicit discharges to the stormwater management system shall be prohibited. It will be the owner's responsibility to ensure compliance with the legal disposal of all materials and containment/cleanup of any illicit discharges.
- H. Training for staff or personnel involved with implementation of the Long-Term Pollution Prevention Plan shall be required. The owner/governing group will be responsible for the implementation of the measures set forth in the Long-Term Pollution Prevention Plan. Documentation that personnel and owners involved with the implementation of the Long-Term Pollution Prevention Plan have been trained to conduct such tasks shall be documented.

4. Winter and Snow Conditions

The following is a list of additional operation and maintenance items to be implemented by the owner during winter and snow conditions.

- A. Snowfall shall be stored on the grassed areas surrounding the pavement areas, excluding any areas utilized for stormwater management practices. As needed, any snow that cannot be stored on site shall be trucked off site and disposed of properly.
- B. Winter road salt and/or sand use and storage restrictions shall be implemented based on any restrictions issued for the project. Sodium chloride for ice control shall be used at the minimum salt to sand ratio which is consistent with the Massachusetts Department of Environmental Protections guidelines. Sodium chloride, calcium chloride, chemically treated abrasives or other chemicals used for the removal of ice and snow on roads/drives shall not be stored on site.

5. Public Safety Features

The proposed site design utilizes the following features which have been incorporated to ensure the safety of the public:

- A. Control and collection of stormwater runoff through positive drainage and curbing directing it towards the drainage inlets;
- B. Heavy-duty stormwater drain manhole covers and catch basin grates have been designed to withstand H2O loading;
- C. Reduction of peak discharge rates from the site in the post-development condition as compared to the pre-developed conditions;
- D. Development and implementation of an Operations & Maintenance Plan to ensure the stormwater management system continues to function as designed.

6. Estimated Cost of Maintenance

The following budget was prepared as an estimate of inspection and maintenance costs for the stormwater management system. The budget is an estimate only as the costs may vary depending on the level of sediment accumulation and frequency of maintenance tasks required.

BMP Inspections	Number of Occurrences	Maintenance Cost	Number of Structures	Sum
Catch Basin	4/year	\$30	4	\$480
Water Quality Unit	2/year	\$100	2	\$400
Subsurface Infiltration Basin	2/year	\$100	1	\$200
Total Estimated Annual Cost of Inspections				\$1,080

BMP Maintenance	Number of Occurrences	Maintenance Cost	Number of Structures	Sum
Catch Basin	4/year	\$100	4	\$1,600
Water Quality Unit	2/year	\$250	2	\$1,000
Subsurface Infiltration Basin	2/year	\$500	1	\$1,000
Total Estimated Annual Cost of Maintenance				\$3,600

*All above costs are estimates to be used for permitting purposes only. Actual maintenance costs are to be ascertained by the responsible party.



OWNERS MAINTENANCE MANUAL

retain-it, LLC
560 Salmon Brook Street
Granby, CT 06035
(860) 413-3050

retain-it ®

Owners Maintenance Manual

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- Emergency Spill Conditions

Sample Maintenance Log

Description

retain-it[®] is a subsurface Storm Water Management system constructed of precast concrete structures. They are installed in a side by side configuration creating a continuous internal flow channel integrated throughout the system. Systems are constructed with designated inlet and outlet modules, some with multiple inlets and outlets depending on the site storm water system layout. Infiltration systems typically have an inlet and sidewalls/ base constructed on a stone infiltration blanket with geofabric installed at the native soil interface. Other systems incorporate outlet flow control devices. Detention systems are typically lined with a watertight membrane and have inlet and outlet control devices.

The retain-it[®] system can consist of multiple varying layouts, with no two the same. Given this, it should be noted that the operation and maintenance requirements are very similar regardless of the intended layout. It is important that the end user know the specific elements of each system so as to understand how best to optimize it's operation.

Installation per Design: Operation is simple to follow where the installation was performed in accordance with the design specifications, drawings and calculations. Specifics shall be identified in the design drawings. As-built drawings will benefit the locating of specific design modules where the system has been buried below a parking lot area. Optional access manholes or removable grates may be installed above every inlet/outlet pipe and at critical design elements designated by the design.

Daily Operation and Long Term Maintenance: In general, daily usage of the system is self sufficient and will operate without requiring any outside assistance, except for periodic inspection to verify optimal performance and maintenance for removal of collected pollutants. A longer term maintenance program should incorporate a more thorough inspection of the all elements of the system to verify proper operating condition. This is more important with the infiltration type of systems where the soil infiltration surface may become restricted due to fine particle build up. Long term maintenance should include provisions for cleaning and removal of collected solids, oils and debris from the system.

System Operation: The system operational function is initiated according to rainfall runoff flows entering the structure. Internally, the runoff flows in a set pattern or sequence throughout the module layout in accordance with the hydraulic design conditions. The flows primarily operate on system head derived from the changes in

elevation from the internal water surface and the outlet invert elevation. Some designs incorporate internal flow controls to satisfy hydraulic conditions that enhance water quality treatment or other intended purposes. Modified systems may incorporate a pump, but in general there are no mechanical apparatus required.

End user operations primarily consist of inspection and maintenance of the system over time.

Periodic Inspection: Important note - All storm water management systems react differently depending on the conditions that are characteristic to the contributing water shed. Variables such as storm intensity, runoff flow rates, site geology, surface stabilization and pollution load will affect the system operation. As does the inspection and maintenance frequency to ensure optimum effectiveness.

Inspections should be done periodically, with a greater number scheduled during the system start up and less frequently as the operator becomes familiar with the system performance characteristics. It is recommended that the end user keep records of the performance using the inspection log record sheet found in the back of this manual. These records shall identify the cycle of maintenance “system calibration” required for the specific applications based on the contributing water shed variables operating under “normal” conditions.

Please note that immediate maintenance may be required during “non-normal” events such as during adverse weather conditions or emergency fuel spills. See information on emergency spills in this manual.

Visual inspection of all assessable components shall be performed throughout the lifetime of the system. Access has been supplied at critical points to monitor hydraulic performance and removed pollutants buildup.

Standard Maintenance:

After construction has been completed and all disturbed surfaces have been stabilized by means of vegetation, asphalt or concrete surfaces, and all drainage system components have been constructed and are free of construction debris and sediments; then the storm water management system can be considered in an operational status.

Periodic visual inspections will help to identify issues of concern. The usual indicators are signs of slow flows, backed up water, visible oil, trash and debris or an excessive amount of sediment in the storage area.

Normal operational flows can be observed to flow freely at the predicted design elevations, from the inlet to the outlet module, following a serpentine path thru the storage and attenuation modules. Note that some modules are designed to permanently

retain water where others may hold water and slowly release it over a typical 24 hour period. During a storm water event, the flows and water surface elevations will fluctuate from a low flow to a high flow/ storage status. The storage modules should fill during the event and drain down within a 24 hour period after the event has stopped. All pipes, orifices, weirs and standpipes should pass flows freely and at optimum capacity.

Standard maintenance is performed using a vacuum truck to suction the accumulated sediments, oils and greases and trash and debris from the system. Whereas an on-site maintenance staff can remove these items by hand, it is preferred that the vacuum truck be used as dictated by specific system conditions. When a specialized module designed to have a permanent water level is used, the vacuum truck should pump the liquid level down to inspect the below water elevation structures and sump storage areas.

Oils and greases can be handled by on-site staff by utilizing absorbent products that soak up the oils (and not) converting the oils from a liquid into a manageable solid form. These oil soaked absorbent materials should be disposed of in an approved manner.

Sediments, trash and debris shall be removed and disposed of in an approved manner.

Any indications of hazardous material, determined by visual inspection, testing, smell or abnormality, should be reported and handled per appropriate regulations.

Flow Conditions

System operators should familiarize themselves with proper hydraulic flow condition indicators, acceptable depths of sedimentation, debris and trash build up, and concentrations of oils and greases.

Hydraulic flow conditions are those that are established by the design as either a flow/storage or as a water quality treatment function. Both have performance characteristics that can be visually identified so as to determine the effective and efficient operation of the system.

The engineering design drawings should note the various expected water surface level elevations that are achieved during different design storms within the various modules. Since it is difficult for a visual inspection to coincide with the exact time given water elevations are predicted, the following guidelines are given for evaluation.

Visual Inspection Guide:

Internal Flow Evaluation

Low flow: water should flow freely from the inlet to the outlet, travelling the intended attenuation path thru the system with the water surface elevation below the structure

beam height (12" deep), the system should drain completely 24 hours after a storm event,

Medium flow: the system should hold and maintain a water level during the 24 hour storm event and yet continually fill as the storm increases or drain downward as the event recedes. Flow within the system should occur freely from inlet to outlet only being restricted when a flow control structure has been integrally designed in place. Flow control devices may result in a water level backing up either temporarily or permanently; noting devices such as water quality modules may require a permanent water level to operate properly (see water quality treatment). Other system applications should drain completely 24 hours after a storm event.

High flow: the system should fill to the maximum design storm water level elevation (hydraulic grade line) per design. In most cases, that is the highest storage elevation available in the system, at the underside of the module top slab, or the invert of the overflow pipe. As the storm event recedes, the water level should begin to drain down via flow thru the system and discharge. The system should drain completely within 24 hours after a storm event.

Pollutant Storage Capacities

Oil and Grease

Oil and Grease Collection (with optional Oil water separator module specified) - Oil and grease accumulation is generally a function related to vehicle parking lot and drive areas, oil generating land uses or emergency spill conditions. It is important to maintain the system from accumulating excessive volumes of oils in that they may wash over into other sections of the system potentially clogging and reducing the infiltration capacity, blocking control devices and contaminating the overall system. The following standards apply.

Oil should not accumulate more than a visible sheen on the water surface in the oil water separation module only. A sheen is described as a fine, thin oil layer on the water surface identified by the glossy rainbow colors. A dipstick (dry wooden stick) can be used as a probe to determine the thickness of oil on the surface.

Accumulated oils could be associated with insufficient maintenance or a potential large volume oil resource. Any accumulation of oil should be promptly maintained by an experienced waste handler. Emergency spills such as those generated by an accidental spill shall be contained and removed immediately before the next storm event. Spills shall be handled in accordance with local environmental regulations. See spill and accumulated oil maintenance procedures.

Sediments

Sediments (with optional primary grit module or sedimentation modules specified) - Sediments shall be periodically removed from the system as they accumulate within the designated storage modules. The inlet modules are generally equipped with a sediment storage sump located in the base of the inlet structure. Inspection should be performed after major storm events or a minimum of annually, unless a different inspection cycle has been determined to be sufficient. Inspection shall consist of using a probe to determine the presence of and depth of the accumulated solids. Access is via the 24" manhole.

Note that excessive volumes of sediments will reduce the performance and efficiency of the system. Regional accumulations of solids such as those associated with ice and snow, may result in large springtime volumes of sand and gravels used for traction and ice control.

Trash and Debris

Trash and Debris (with optional trash and debris module specified) - Trash and debris accumulates in the inlet module in three forms; floating debris, neutrally buoyant, and heavy material. The floating debris is visible from the access manhole floating on the water surface in the form of but not limited to wood, paper, plastic, foam, bottles and cans. The neutrally buoyant material resides below the surface and combines with the natural flow regime of the system. It is hard to detect and can only be recognized when at a high concentration appears as a thickening of the water viscosity. Heavier material will simply settle to the sump base and combine with the sediments.

Note that trash and debris typically cause the most problems when they become lodged in a flow control device such as an outlet elbow, riser pipe, and orifice or weir structure. This can be detected visibly when the system is pumped down during maintenance. It can also be evaluated as a condition when flow is impeded and the water level backs up higher than the design elevations.

Emergency Spill Conditions (with optional emergency spill control module specified):

Emergency spill conditions are defined as an excessive accumulation of hydrocarbons such as oil, gasoline, diesel fuel, transmission oil or antifreeze usually resulting from an accidental discharge. Excessive accumulation is described as any amount larger than a thin "sheen" visible on the water surface.

Care should be given in handling these types of fluids. The incident should be reported to the appropriate authorities and should be mitigated by a hazardous waste consultant approved for such matters.

retain-it ®

Maintenance Log

Storm Water Management System

Location:

ID #:

Date

Inspection Notes

Inspector

Note the following conditions:

Inlet Module

Outlet Module

Water Quality Module

Oil Elbow

Oil Accumulation

Sedimentation Accumulation

Trash and Debris Quantity

Flow Conditions

Flow Control Outlet Structure

Overflow Pipe

Barracuda[®] Max & Barracuda Maintenance Guide

One of Barracuda's advantages is the ease of maintenance. Like any system that collects pollutants, the Barracuda must be maintained for continued effectiveness. Maintenance is a simple procedure performed using a vacuum truck or similar equipment. The systems were designed to minimize the volume of water removed during routine maintenance, reducing disposal costs.

Contractors can access the pollutants stored in the manhole through the manhole cover. This allows them to gain vacuum hose access to the bottom of the manhole to remove sediment and trash. There is no confined space entry necessary for inspection or maintenance.

The entire maintenance procedure typically takes 2 to 4 hours, depending on the system's size, the captured material, and the vacuum truck's capacity.

Local regulations may apply to the maintenance procedure. Safe and legal disposal of pollutants is the responsibility of the maintenance contractor. Maintenance should be performed only by a qualified contractor.

Inspection and Cleaning Cycle

Periodic inspection is needed to determine the need for and frequency of maintenance. You should begin inspecting as soon as construction is complete and then on an annual basis. Typically, the system needs to be cleaned every 1-3 years.

Excessive oils, fuels or sediments may reduce the maintenance cycle. Periodic inspection is important.

Determining When to Clean

To determine the sediment depth, the maintenance contractor should lower a stadia rod into the manhole until it contacts the top of the captured sediment and mark that spot on the rod. Then push the probe through to the bottom of the sump and mark that spot to determine sediment depth.

Maintenance should occur when the sediment has reached the levels indicated in the Storage Capacity Chart.

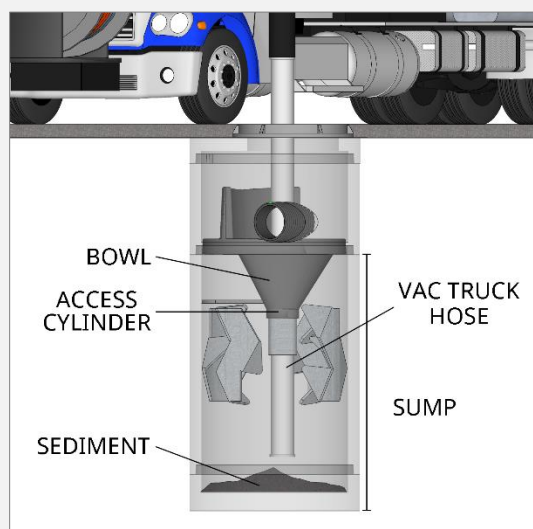
Barracuda Storage Capacities

Model	Manhole Diameter in. (mm)	Total System Volume Gallons (Liters)	Treatment Chamber Capacity Gallons (Liters)	Standard Sediment Capacity (20" depth) Yards ³ (meters ³)	NJDEP Sediment Capacity (50% of standard depth) Yards ³ (meters ³)
S3	36 (900)	264 (999)	212 (803)	0.44 (0.34)	0.22 (0.17)
S4	48 (1200)	665 (2517)	564 (2135)	0.78 (0.60)	0.39 (0.30)
S6	72 (1800)	1497 (5667)	1269 (4804)	1.75 (1.34)	0.88 (0.67)
S8	96 (2400)	4196 (15884)	3835 (14517)	3.10 (2.37)	1.55 (1.19)

Maintenance Instructions

1. Remove the manhole cover to provide access to the pollutant storage. Pollutants are stored in the sump, below the bowl assembly visible from the surface. Access this area through the 8" (200 mm), 10" (250 mm), 15" (375 mm) or 20" (500 mm) diameter access cylinder.
2. Use a vacuum truck or other similar equipment to remove all water, debris, oils and sediment. See figure 1.
3. Use a high pressure hose to clean the manhole of all the remaining sediment and debris. Then, use the vacuum truck to remove the water.
4. Fill the cleaned manhole with water until the level reaches the invert of the outlet pipe.
5. Replace the manhole cover.
6. Dispose of the polluted water, oils, sediment and trash at an approved facility.
 - a. Local regulations prohibit the discharge of solid material into the sanitary system. Check with the local sewer authority for authority to discharge the liquid.
 - b. Some localities treat the pollutants as leachate. Check with local regulators about disposal requirements.
 - c. Additional local regulations may apply to the maintenance procedure.

Figure 1



Project: _____

Address: _____

BPM Name: _____

Responsible Party: _____

Date: _____

Page: 1 of 1

Operation & Maintenance Inspection Checklist

BMP Element:	Potential Problem:	Resolution:	Pass	Fail	Recommended Remediation
Deep-Sump Catch Basins	Sediment has accumulated to a depth greater than the original design depth for sediment storage, approximately 2-feet of sediment.	Remove the sediment and dispose of in accordance with local and state regulations.			
Stormwater Piping	Blockage of inlet/outlet pipes due to debris or sediment accumulation.	Remove any debris and sediment via proper means. Dispose of debris/sediment in accordance with local & state regulations			
Roof Leaders	Downspout connections have been damaged or disconnected.	Repair and reconnect downspout connections.			
	Roof leaders are surcharging at the downspout connections	Open and inspect at cleanout locations and remove any blockages.			
Proprietary Treatment Device	Sediment has accumulated to a depth greater than the original design depth for sediment storage.	Remove sediment and disposed of in accordance with local and state regulations.			
Subsurface Infiltration Basin	Accumulation of sediment at the inlet structure above maintenance level.	Remove the sediment and conduct proper maintenance to the up-gradient pretreatment devices.			

Inspector's Signature_____
Date

Appendix H: Illicit Discharge Compliance Statement

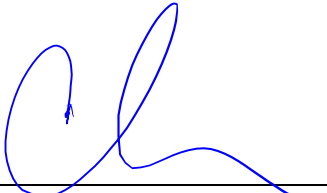
Illicit Discharge Compliance Statement

The owners of the land/responsible party will be responsible for prohibiting illicit discharges to the stormwater management system during construction and during its life of operation. The stormwater management system is comprised of the components for conveying, treating, and infiltrating stormwater runoff on-site, including stormwater best management practices and any pipes intended to transport stormwater to the groundwater, a surface water, or municipal separate storm sewer system. An illicit discharge shall constitute any connection or discharge to the stormwater management system including, but not limited to, wastewater discharges, discharge of stormwater contaminated by contact with process wastes, raw materials, toxic pollutants, hazardous substances, oil, or grease.

Responsible Party*:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040

*The party listed shall be responsible for implementation and record keeping of the requirements listed in this operation and maintenance plan. Upon sale of property or any other transition of ownership, the responsible party shall be reinstated as the new owner or any other group created as determined by the owner.



Signature of Responsible Party Representative

10/30/24

Date

Signature of Responsible Party Representative**

Date

**Required upon transfer of ownership

Appendix I: Low Impact Development

Low Impact Development Considerations

Proposed Motor Vehicle Repair Garage

Holyoke, MA 01040

(Parcel ID's: 036-01-002)

Applicant:

L.N. Berneche, Inc.
665 Prospect Street
Chicopee, Massachusetts 01020

Owner:

37 Appleton, LLC
18 Canal Street
Holyoke, Massachusetts 01040

RLA Project File: 240706

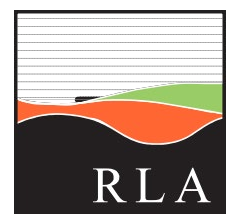
November 6, 2024

R LEVESQUE ASSOCIATES, INC

A LAND PLANNING SERVICES COMPANY

40 School Street · Westfield, MA 01085

p 413.568.0985 · f 413.568.0986 · www.rlaland.com



Introduction

Per the Massachusetts Stormwater Handbook, project proponents must consider environmentally sensitive site design and low impact development techniques to effectively manage stormwater. As a part of the proposed project, the proponent has considered a number of environmentally sensitive, low impact development techniques to prevent the generation of stormwater and non-point source pollution.

The following is a detailed description of the considerations for each low impact development measure. For ease of review, RLA has provided the consideration of each measure as detailed in the Massachusetts Stormwater Report Checklist.

Low Impact Development (Lid) Measures

1. Environmentally Sensitive Project Approach

During the design feasibility effort for the subject property, RLA considered several design scenarios for the development and layout of the proposed project. The applicant is proposing to develop the locus property by constructing a new building and associated site improvements including a stormwater management system to mitigate the impacts of the proposed project.

2. No disturbance to any Wetland Resource Areas

A portion of the property being developed is located within 100 feet to the bank of a canal. The entirety of this area inside the 100' buffer has been historically developed. No new disturbance is proposed to any wetland resource areas.

3. Site Design Practices (e.g. clustered development, reduced frontage setbacks)

This LID is not applicable for this project. The proposed project does not include any changes to existing property lines therefore no cluster or reduced frontage options are available.

4. Reduced Impervious Area (Redevelopment Only)

The project was designed to reduce the overall impervious area of the site.

5. Minimizing disturbance to existing trees and shrubs

This site has been historically disturbed and cleared of mature vegetation. New Landscaping is being proposed with the site improvements.

6. LID Site Design Credit Requested

No LID Site Design Credit is requested for the proposed project.

7. Use of "country drainage" versus curb and gutter conveyance and pipe

Country drainage conveyance requires a larger footprint than curb and gutter conveyance and creates areas with undulating terrain. Due to the limited available pervious areas within the project site, country drainage was not feasible. Underground piping was chosen to convey runoff from impervious areas in order to limit the footprint of disturbance.

8. Bioretention Cells (includes Rain Gardens)

Due to stormwater burdens from the 100-year storm event, subsurface basins were determined to be the only BMP capable of meeting required city regulations.

9. Constructed Stormwater Wetlands (includes Gravel Wetlands designs)

Constructed stormwater wetlands require very specific design scenarios such as large tributary areas to support wetland characteristics and high groundwater elevations among others. The subcatchment drainage area for this project site is not large enough to incorporate a constructed stormwater wetland.

10. Treebox Filter

The extensive costs associated with tree box filters, along with the climatic conditions of the area over the winter, present unique circumstances that would only provide a maintenance problem and a potential hazard for the owner. Additionally, the limited pavement width combined with minimization of sidewalks areas create an environmentally sensitive design with limited impervious areas. Due to this design, treebox filters are not an applicable stormwater BMP.

11. Water Quality Swale

Water quality swales are best management practices that require a greater footprint of development in order to facilitate the grading of the swale. Due to limited pervious area of the project site water quality swales were not utilized.

12. Grass Channel

Grassed channels are best management practices that require a greater footprint of development in order to facilitate the grading of the swale. Due to limited pervious area of the project site water quality swales were not utilized.

13. Green Roof

Based on project size and scope, green roofs were not selected as a cost-effective BMP for this project.

14. Other

Please see the Stormwater Report for more information.

Appendix J: Holyoke DPW Inspection Schedule

DPW Inspection Schedule Sign-Off Sheet

Inspection Schedule	Description	Date of Inspection	Inspector	Passed	Failed	Notes
Initial Inspection	The Stormwater Authority shall perform a site inspection prior to approval of any plan.					
Erosion and Sediment Control Inspections	Erosion control measure are to be installed prior to any site work. Contact DPW prior to the installation of the erosion control measures.					
Bury Inspection	The contractor shall contact the DPW prior to backfilling of any underground drainage structures.					
Final Inspection	Notify the DPW in writing when all work, including construction of stormwater management facilities and landscaping, has been completed and the site is stabilized.					

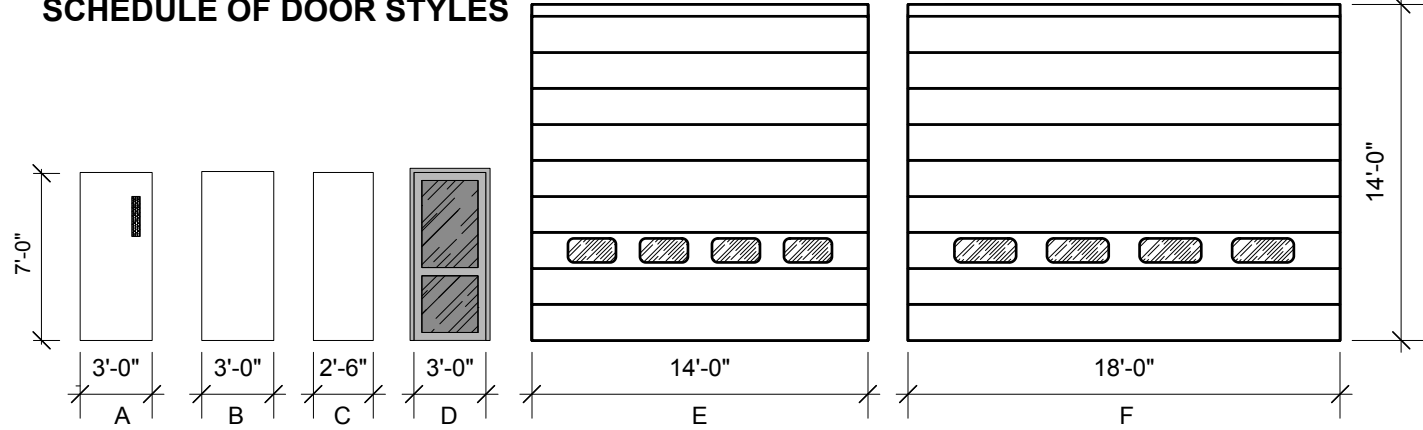
DOOR SCHEDULE

Door #	transition	hardware	width	style	wall thickness	frame	NOTES
1	EXTERIOR TO SHOWROOM	ENTRANCE	3'-0"	D	4 1/2"	ALUM.	STOREFRONT, CLOSER, WEATHER STRIPPING, ALUM. SILL.
2	EXTERIOR TO STAIR	ENTRANCE	3'-0"	A	5 1/4"	STEEL	CLOSER, WEATHER STRIPPING, ALUM. SILL.
3	STAIR TO SPRINKLER ENTRANCE	PASSAGE	3'-0"	B	4 3/4"	STEEL	
4	HALL TO STAFF WOMEN	PRIVACY	3'-0"	B	4 3/4"	STEEL	CLOSER, UNDERCUT 1", STONE DOOR SILL.
5	HALL TO ELECTRICAL	PASSAGE	3'-0"	B	4 3/4"	STEEL	
6	HALL TO STAIR	PASSAGE	3'-0"	A	4 3/4"	STEEL	
7	PUBLIC SERVICE BAY TO JANITOR	PASSAGE	3'-0"	C	4 3/4"	STEEL	
8	PUBLIC SERVICE BAY TO BREAKROOM	PASSAGE	3'-0"	A	4 3/4"	STEEL	
9	OFFICE TO STAIR	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
10	OFFICE TO CONFERENCE	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
11	CONFERENCE TO SHOWROOM	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
12	SHOWROOM TO MEN	PRIVACY	3'-0"	C	4 3/4"	STEEL	UNDERCUT 1", STONE DOOR SILL.
13	SHOWROOM TO WOMEN	PRIVACY	3'-0"	B	4 3/4"	STEEL	CLOSER, UNDERCUT 1", STONE DOOR SILL.
14	PUBLIC SERVICE BAY TO RETAIL PARTS	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
15	PUBLIC SERVICE BAY TO SHOWROOM	PASSAGE	3'-0"	A	4 3/4"	STEEL	
16	PUBLIC SERVICE BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.

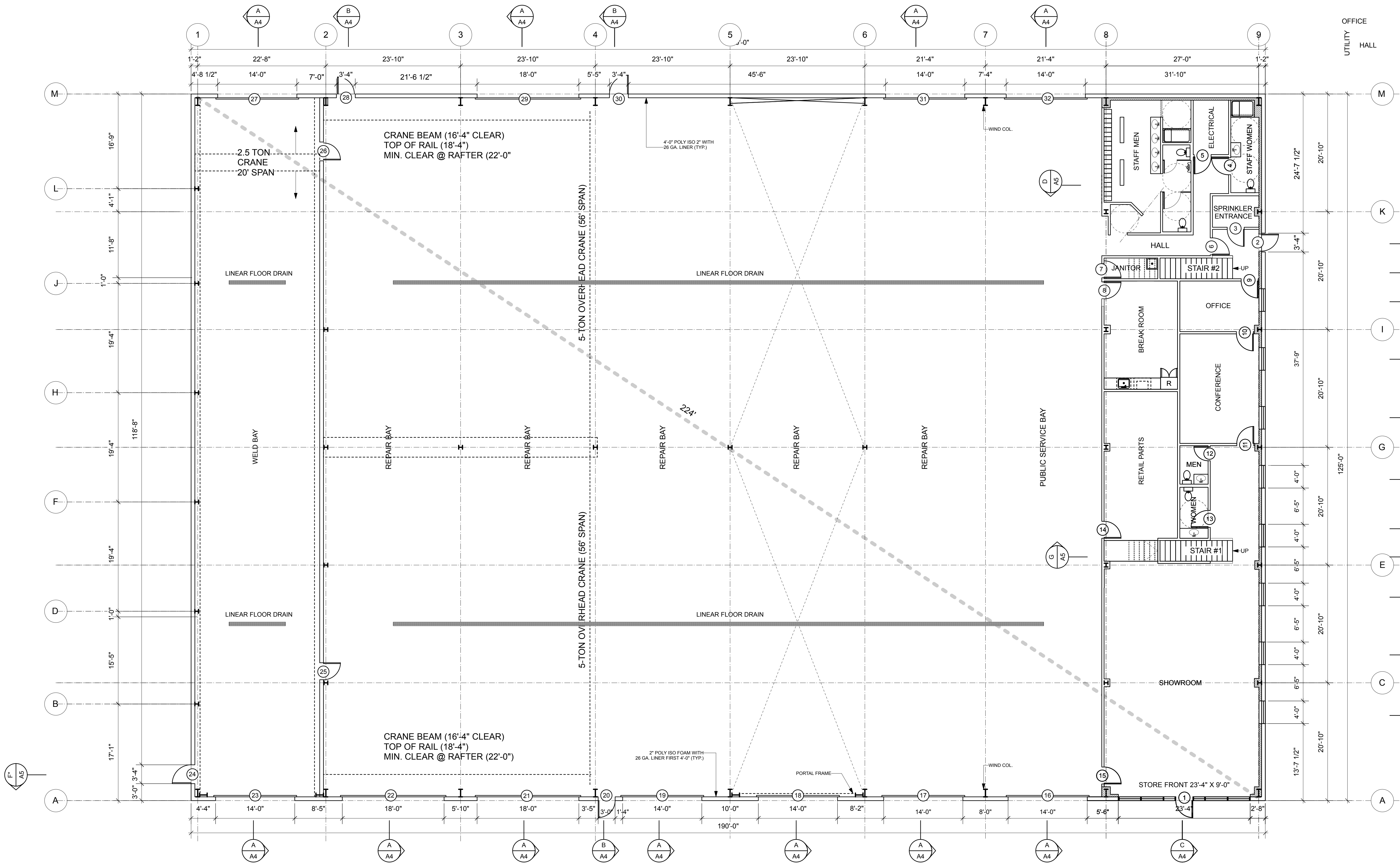
DOOR SCHEDULE

Door #	transition	hardware	width	style	wall thickness	frame	NOTES
17	REPAIR BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
18	REPAIR BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
19	REPAIR BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
20	REPAIR BAY TO EXTERIOR	ENTRANCE	3'-0"	A	5 1/4"	STEEL	CLOSER, WEATHER STRIPPING, ALUM. SILL.
21	REPAIR BAY TO EXTERIOR	ENTRANCE	18'-0"	F	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
22	REPAIR BAY TO EXTERIOR	ENTRANCE	18'-0"	F	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
23	WELDING BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
24	WELDING BAY TO EXTERIOR	ENTRANCE	3'-0"	A	5 1/4"	STEEL	CLOSER, WEATHER STRIPPING, ALUM. SILL.
25	WELDING BAY TO REPAIR BAY	PASSAGE	3'-0"	A	4 3/4"	STEEL	HOLLOW METAL STEEL DOOR, CLOSER.
26	WELDING BAY TO REPAIR BAY	PASSAGE	3'-0"	A	4 3/4"	STEEL	HOLLOW METAL STEEL DOOR, CLOSER.
27	WELDING BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
28	REPAIR BAY TO EXTERIOR	ENTRANCE	14'-0"	F	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
29	REPAIR BAY TO EXTERIOR	ENTRANCE	18'-0"	F	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
30	REPAIR BAY TO EXTERIOR	ENTRANCE	3'-0"	A	5 1/4"	STEEL	CLOSER, WEATHER STRIPPING, ALUM. SILL.
31	REPAIR BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.
32	REPAIR BAY TO EXTERIOR	ENTRANCE	14'-0"	E	N/A	N/A	AUTOMATIC DOOR LOCK & OPENER, WEATHER STRIPPING.

SCHEDULE OF DOOR STYLES



NOTES: All pedestrian doors to be pre-hung 7'-0" high. All garage doors to be 14'-0" high. All hardware to be brushed chrome. All pedestrian doors and frames to be primed for finish painting. All interior doors to be 1.75" solid core wood unless otherwise noted. All pedestrian doors frames to be 2" welded steel unless otherwise noted. All 'storefront' doors to be alum. with tempered insulated glass lites. Garage doors to be pre-finished, insulated with tempered insulated glass lites as shown.



AMERICAN ENVIRONMENTAL BUILDING PLANS
18 CANAL STREET, HOLYOKE, MA 01040
FOR 36 APPLETON LLC.

HERVIEUX
DESIGN

ARCHITECTURE - INTERIORS - EXHIBITS - EVENTS
116 ADAMS STREET, SPRINGFIELD, MASSACHUSETTS 01103
TEL: 413-237-3300 FAX: 413-237-3301 CELL: 413-222-6888

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PAGE
A-01
FLOOR PLAN
SCALE 1/8"=1'-0"
DATE 11/4/24
REV.1
REV.2

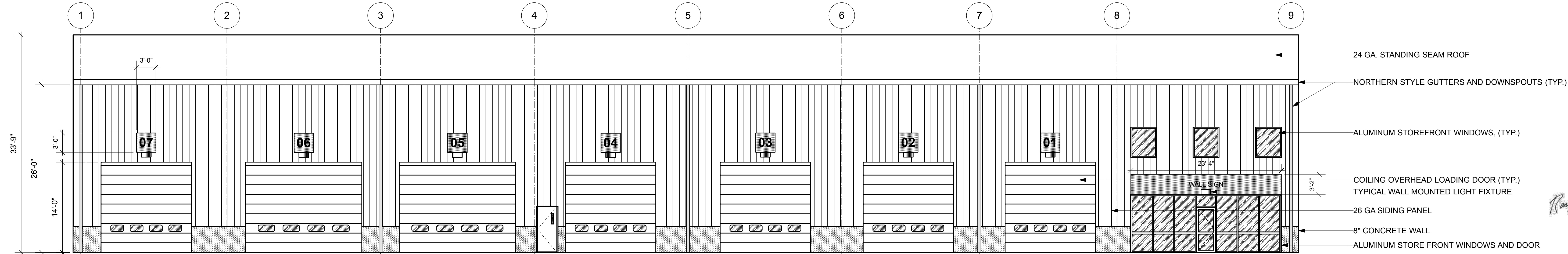




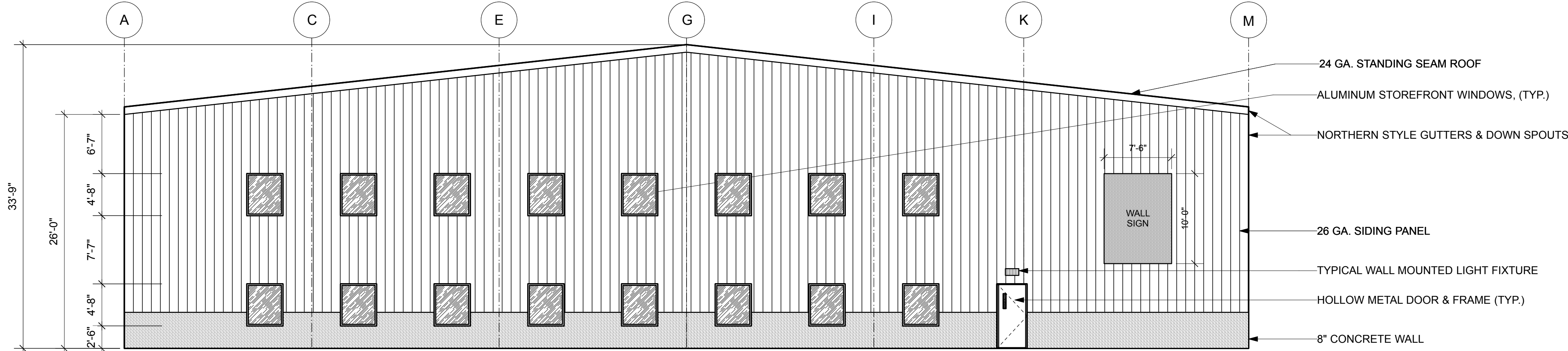
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FOR 36 APPLETON LLC.

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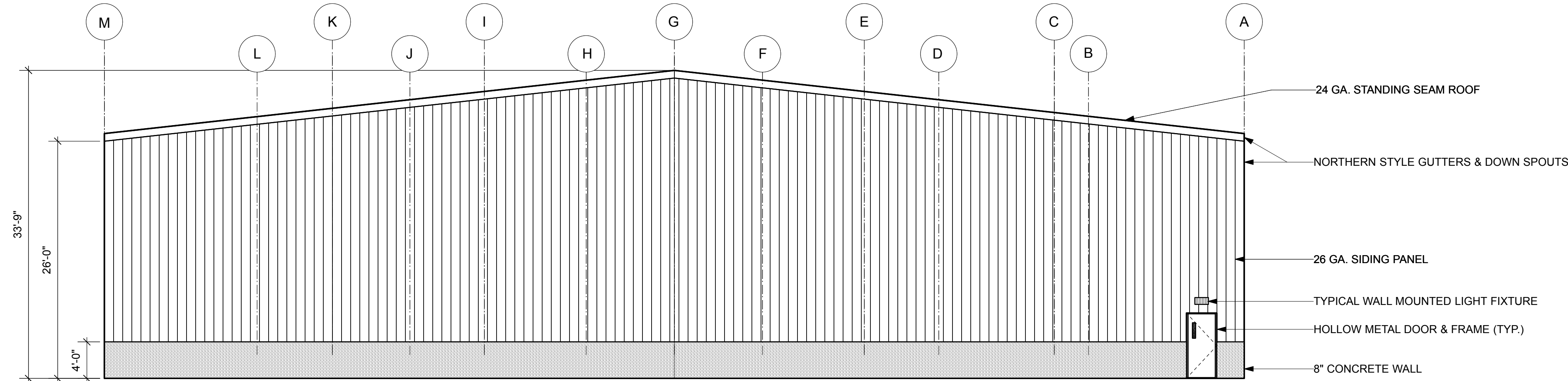
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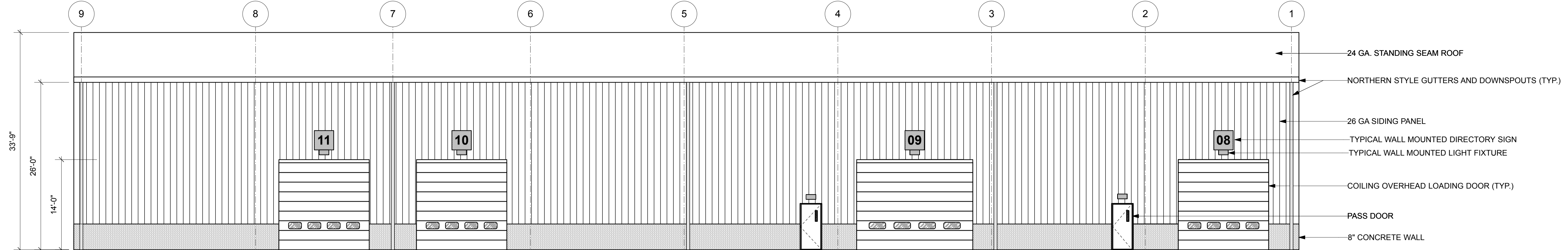
SOUTH ELEVATION - (VIEW FROM APPLETON STREET)



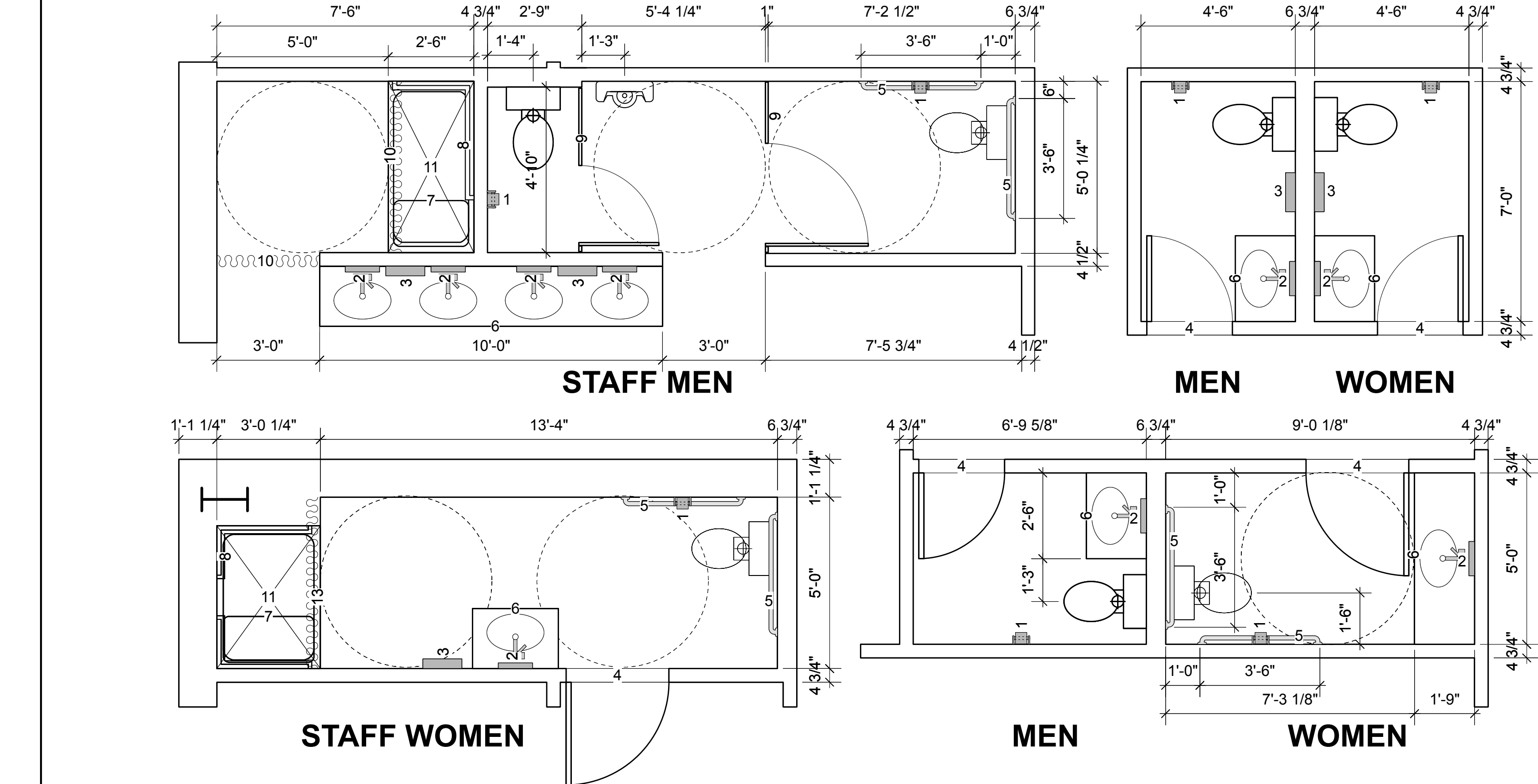
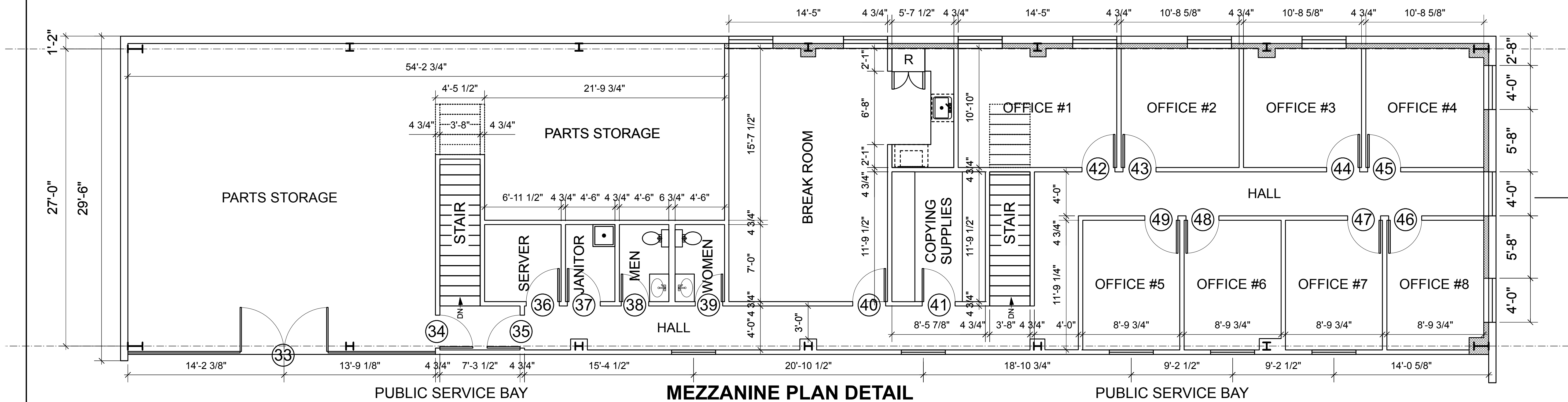
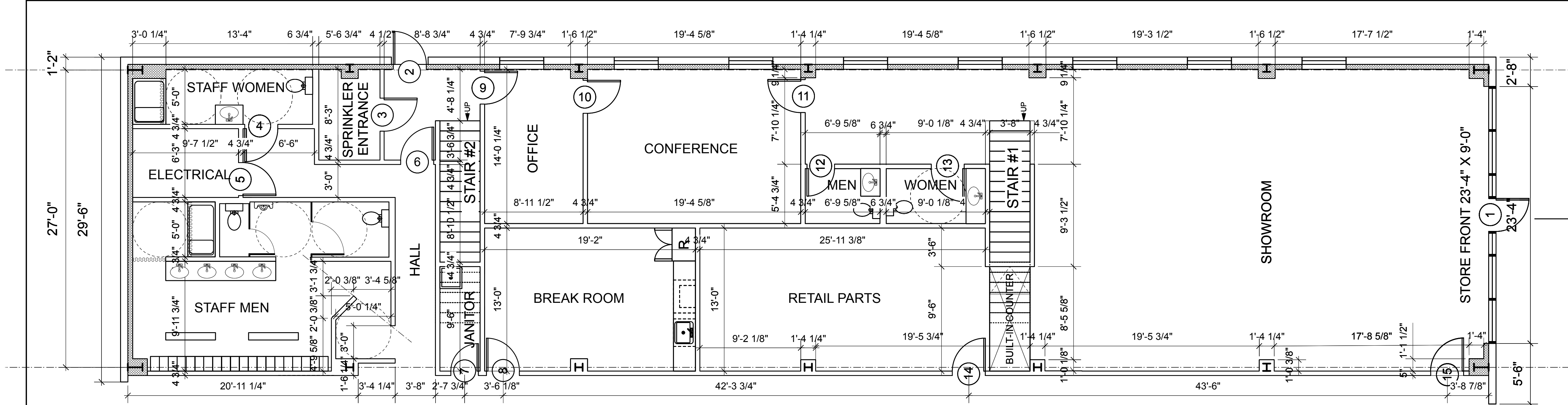
EAST ELEVATION - (VIEW FROM CANAL STREET)



WEST ELEVATION - (VIEW FROM WINTER STTREET)

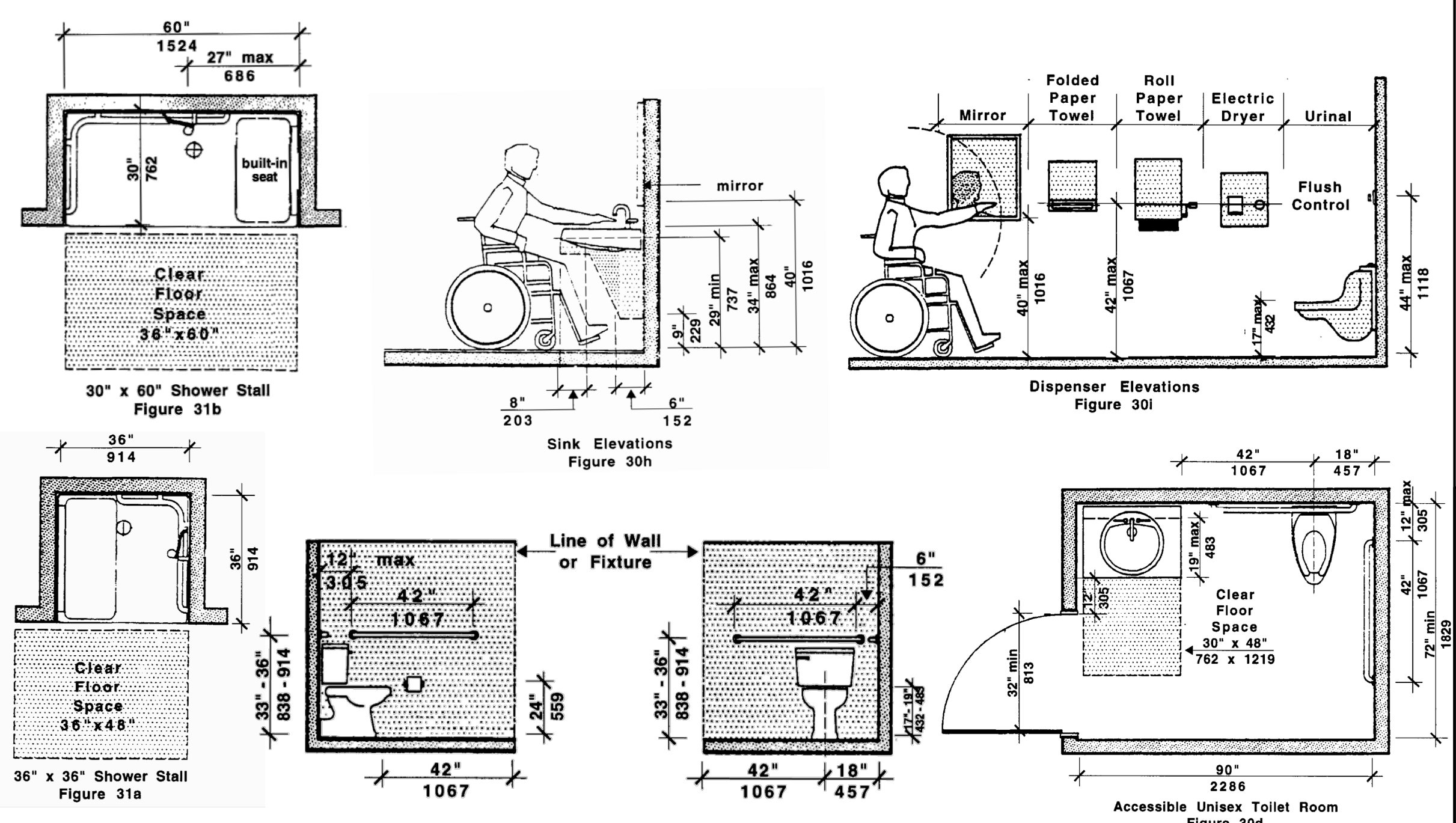


NORTH ELEVATION - (VIEW FROM LAND OF 3D'S GROUP)



TOILET ACCESSORY NOTES:

1. SURFACE MOUNTED TOILET TISSUE HOLDER - HEIGHT = 24" O.C.
2. SURFACE MOUNTED MIRROR - BOTTOM OF MIRROR HEIGHT = 40"
3. SURFACE PAPER TOWEL DISPENSER PAPER SLOT HEIGHT = 42"
4. 5" X 5.5" X DOOR WIDTH MARBLE SILL WITH TAPERED EDGE
5. 42" X 1.5" DIAM. GRAB BARS HEIGHT = 33"/36"
6. 34" HIGH UNDERMOUNT SINK WITH GRANITE VANITY TOP
7. FOLD-DOWN SHOWER SEAT @ 18"
8. CORNER 1.5" DIAM. GRAB BAR @ 36"
9. TOILET PARTITION
10. SHOWER CURTAIN POLE
11. RECESSED SLAB ADA SHOWER BASE



SCHEDULE OF DOOR STYLES

Door #	Transition	Hardware	Width	Style	Wall thickness	Frame	Notes
33	PARTS STORAGE TO WAREHOUSE	DEAD BOLT	6'-0"	N/A	N/A	N/A	STEEL GATE IN STEEL RAILING
34	PARTS STORAGE TO STAIR 2	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
35	STAIR 2 TO HALL	PASSAGE	3'-0"	A	4 3/4"	STEEL	
36	HALL TO SERVER	PASSAGE	3'-0"	A	4 3/4"	STEEL	
37	HALL TO JANITOR	PASSAGE	3'-0"	A	4 3/4"	STEEL	
38	HALL TO MEN	PASSAGE	3'-0"	A	4 3/4"	STEEL	
39	HALL TO WOMEN	PASSAGE	3'-0"	A	4 3/4"	STEEL	
40	HALL TO BREAKROOM	PASSAGE	3'-0"	A	4 3/4"	STEEL	
41	HALL TO COPYER / SUPPLIES	PASSAGE	3'-0"	A	4 3/4"	STEEL	
42	HALL TO OFFICE #1	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
43	HALL TO OFFICE #2	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
44	HALL TO OFFICE #3	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
45	HALL TO OFFICE #4	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
46	HALL TO OFFICE #5	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
47	HALL TO OFFICE #6	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
48	HALL TO OFFICE #7	ENTRANCE	3'-0"	A	4 3/4"	STEEL	
49	HALL TO OFFICE #8	ENTRANCE	3'-0"	A	4 3/4"	STEEL	

MEZZANINE DOOR SCHEDULE

AMERICAN ENVIRONMENTAL BUILDING PLANS
18 CANAL STREET, HOLYOKE, MA 01040
FOR 36 APPLETON LLC.

PAGE
A-03

INTERIOR ENLARGED
SCALE 3/16"=1'-0"
DATE 11/4/24
REV.1
REV.2

REGISTERED ARCHITECT
No. 2966
PAUL H. HERVEUX
STATE OF MASSACHUSETTS

HERVEUX
DESIGN

ARCHITECTURE - INTERIORS - EXHIBITS - EVENTS
110 AUSTIN ST. SPRINGFIELD, MASSACHUSETTS 01103
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Site Plans

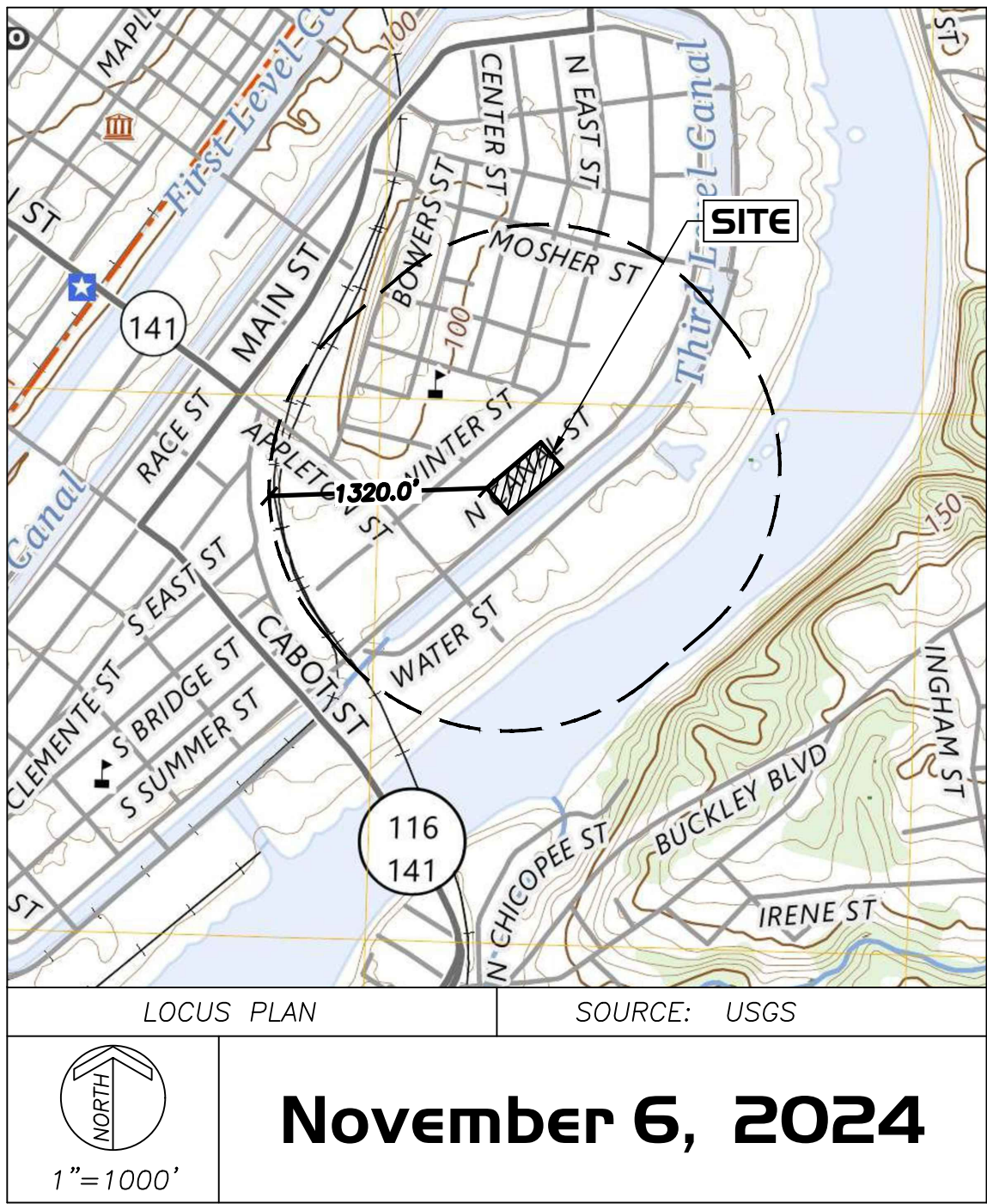
Proposed Motor Vehicle Repair Garage

37 Appleton Street
Holyoke, Massachusetts 01040
(Parcel ID: 036-01-002)

AS PREPARED FOR

LN Berneche, Inc.

665 Prospect Street
Chicopee, Massachusetts 01020



DRAWING INDEX		
SHEET NO.	SHEET NAME	ISSUE DATE
T-1	TITLE SHEET/LOCUS PLAN	11/06/24
EX-1	EXISTING CONDITIONS PLAN	11/06/24
C-1	NOTES, SYMBOL & LINE LEGEND, AND ABBREVIATIONS	11/06/24
C-2	CONSTRUCTION NOTES	11/06/24
C-3	EROSION CONTROL PLAN	11/06/24
C-4	IMPROVEMENTS PLAN - LAYOUT AND MATERIALS	11/06/24
C-5	IMPROVEMENTS PLAN - GRADING	11/06/24
C-6	UTILITY PLAN	11/06/24
C-7	STORMWATER MANAGEMENT PLAN	11/06/24
C-8	LANDSCAPE PLAN	11/06/24
SL-1	PHOTOMETRIC PLAN	11/06/24
D-1	DETAILS	11/06/24
D-2	DETAILS	11/06/24
D-3	DETAILS	11/06/24
D-4	DETAILS	11/06/24
D-5	DETAILS	11/06/24
D-6	DETAILS	11/06/24

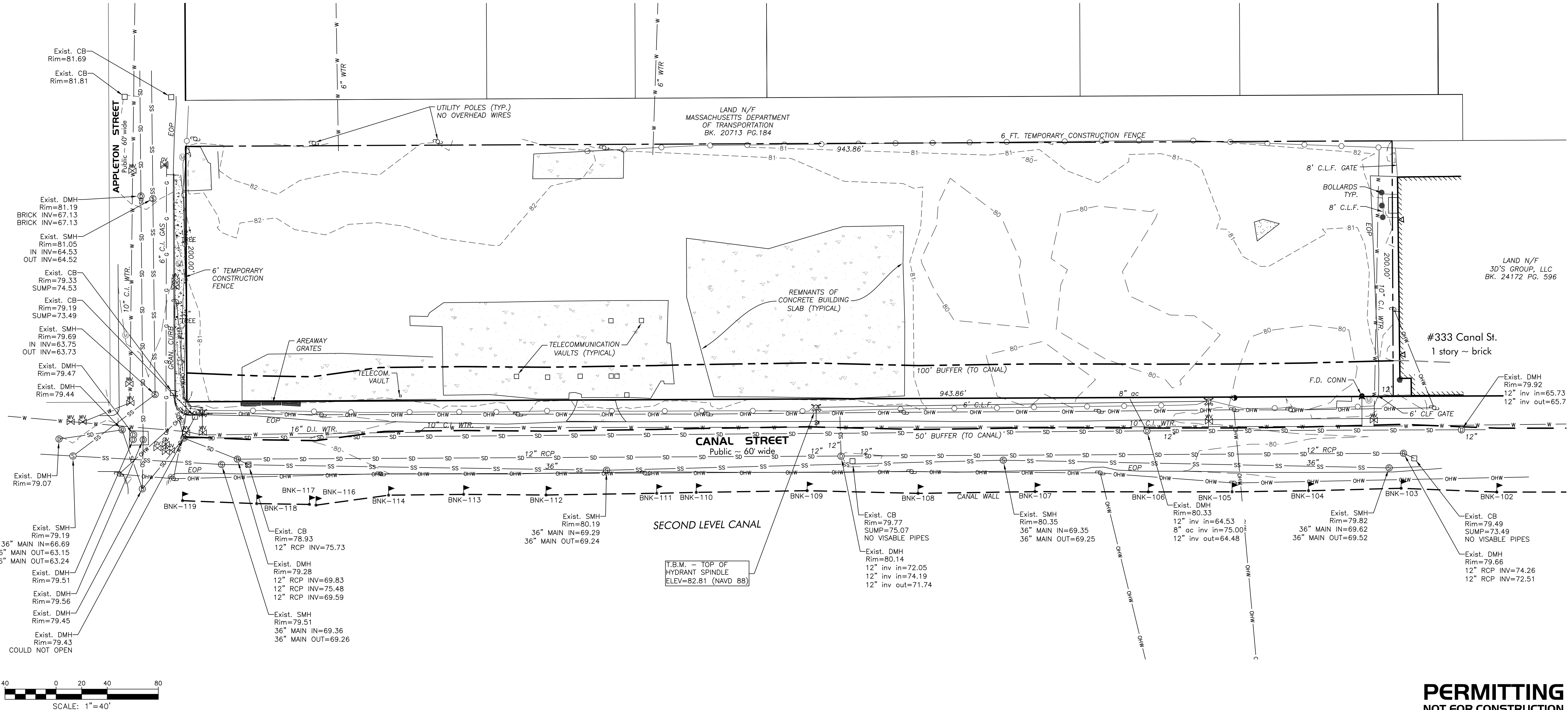
BY



40 School Street · Westfield, MA · 01085
ph 413.568.0985 · fax 413.568.0986
www.rlaland.com

1. THE RECORD OWNER OF THE SUBJECT PARCEL IS 37 APPLETON, LLC. SEE HAMPDEN COUNTY REGISTRY OF DEEDS BOOK 21613 PAGE 494.
2. THE PROPERTY LINES SHOWN HEREON ARE BASED UPON A PLAN TITLED, "PLAN OF LAND TO BE CONVEYED TO WILLIAM H. CLAUSEN CITY OF HOLYOKE" PREPARED BY TIGHE & BOND, INC, DATED 10/30/1986. SEE HAMPDEN COUNTY REGISTRY OF DEEDS BOOK OF PLANS 244 PAGE 10.
3. THE EXISTING BUILDING(S) SHOWN HEREON ARE BASED ON AN APPROXIMATE MEASUREMENT OF THE OUTSIDE PERIMETER OF THE EXISTING STRUCTURES.
4. THIS PLAN HAS BEEN PREPARED FOR SITE PLANNING PURPOSES AND SHALL NOT BE USED FOR THE CONVEYANCE OF LAND OR FOR ANY OTHER USE.
5. SUBJECT PARCEL CONTAINS 4.33 ACRES.
6. THE SUBJECT PROPERTIES SHOWN HEREON MAY BE SUBJECT TO RIGHTS AND EASEMENTS AS CONTAINED IN THE VARIOUS DEEDS OF RECORD DESCRIBING SAID PROPERTIES. THE LOCATION AND EXTENT OF ANY SUCH RIGHTS AND EASEMENTS IS NOT THE SUBJECT OF THIS PLAN.
7. THE EXISTING CONDITIONS INFORMATION SHOWN IS BASED UPON A TOPOGRAPHIC SURVEY PERFORMED BY R LEVESQUE ASSOCIATES, INC ON JUNE 8, 2024.
8. THE UNDERGROUND UTILITIES SHOWN HEREON HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION, AVAILABLE RECORD DATA R LEVESQUE ASSOCIATES, INC. MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN HEREON COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. R LEVESQUE ASSOCIATES, INC. FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HERE ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM AVAILABLE INFORMATION.
9. ADJACENT PROPERTY LINES AND ABUTTERS SHOWN HEREON ARE REFERENCED FROM THE CITY OF HOLYOKE MUNICIPAL GIS WEBSITE AND ARE APPROXIMATE.
10. SUBJECT PARCEL IS ZONED GENERAL INDUSTRIY (IG) ACCORDING TO HOLYOKE ZONING MAP.
11. THE SUBJECT PARCEL IS NOT LOCATED WITHIN A SPECIAL FLOOD ZONE AREA ACCORDING TO FLOOD INSURANCE RATE MAP NUMBER 25013C0203C -- EFFECTIVE DATE: JULY 16, 2013.
12. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN NATURAL HERITAGE & ENDANGERED SPECIES PROGRAM (NHESP) JURISDICTION.

ZONING REVIEW - GENERAL INDUSTRY (IG)		
TYPE (MINIMUM)	REQUIRED	EXISTING
AREA	10,000 S.F.	4.33 Ac.
FRONTAGE	100 FT	1143.86' (total)
DEPTH	100 FT	200'
FRONT YARD	--	--
SIDE YARD	--	--
REAR YARD	--	--
HEIGHT (MAX.)	60 FT (4 STORIES)	--
BLDG. COVERAGE (MAX.)	N.A.	--



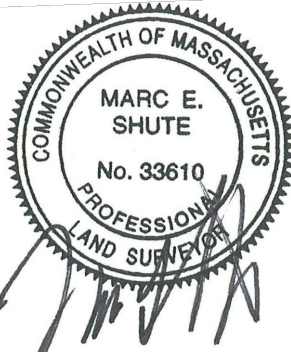
PERMITTING
NOT FOR CONSTRUCTION



40 School Street
Westfield, MA 01085
rlaland.com

EXISTING CONDITIONS PLAN

**37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002**



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

REVISIONS:	DATE:

DRAFTED BY: C.M.

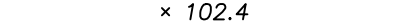
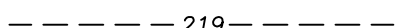
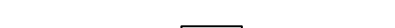
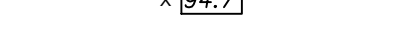
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OF MASSACHUSETTS STATE LAW

SCALE: As Noted

RLA PROJ. NUMBER: 240706

DRAWING#	REV.
EX-1	-

SYMBOL & LINE LEGEND

	IRON PIPE FOUND
	IRON PIPE TO BE SET
	CONCRETE BOUND FOUND
	CONCRETE BOUND TO BE SET
	COMPUTED POINT
	EXISTING SIGN
	EXISTING MAILBOX
 HW	EXISTING MONITORING WELL
	EXISTING LIGHT POLE
	UTILITY POLE
	GUY ANCHOR
	EXISTING ELECTRIC MANHOLE
	EXISTING TELEPHONE MANHOLE
	EXISTING CABLE TV BOX
	EXISTING WELL LOCATION
	EXISTING WATER VALVE
	EXISTING WATER SHUT-OFF
	EXISTING HYDRANT
	PROPOSED WATER VALVE
	PROPOSED HYDRANT
	EXISTING GAS VALVE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING CATCH BASIN
	EXISTING DRAIN MANHOLE
	PROPOSED CATCH BASIN
	PROPOSED MANHOLE
 SB-1	SOIL BORING LOCATION
 TP-1	TEST PIT LOCATION
 P-1	PERC TEST LOCATION
 WF-1	WETLAND FLAG LOCATION
 R-1	M.A.H.W. FLAG LOCATION
	EXISTING STONE WALL
	TREE LINE
 × 102.4	EXISTING SPOT GRADE
 -219-	EXISTING CONTOUR
 × 94.7	PROPOSED SPOT GRADE
 [214]	PROPOSED CONTOUR
	EDGE OF WETLAND
	FENCE LINE
	GUARDRAIL
 OHW — OHW	EXISTING OVERHEAD WIRES
 UEL — UEL	EXISTING UNDERGROUND ELECTRIC
 TEL — TEL	EXISTING TELEPHONE LINE
 G — G	EXISTING GAS LINE
 W — W	EXISTING WATER LINE
 SD — SD	EXISTING STORM DRAIN
 SS — SS	EXISTING SANITARY SEWER
 LOW — LOW	LIMIT OF WORK LINE
 SF — SF	SILT FENCE LINE

ABBREVIATIONS

A.F.F. — ABOVE FINISHED FLOOR
A.F.S. — ABOVE FINISHED SLAB
APPROX. — APPROXIMATE
A.T.F. — ABOVE TOP OF FOUNDATION
BLDG. — BUILDING
BLK. — BLOCK
BOT. — BOTTOM
B.O.W. — BOTTOM OF WALL
BRG. — BEARING
CB. — CATCH BASIN
CL. — CENTERLINE
C.I. — CAST IRON
CLR. — CLEAR
CONC. — CONCRETE
CONT. — CONTINUOUS
CONTR. — CONTRACTOR
DBL. — DOUBLE
DET. — DETAIL
D.I. — DUCTILE IRON
DIA. — DIAMETER
DIM. — DIMENSION
DT'L. — DETAIL
DWG. — DRAWING
EA. — EACH
ELEC. — ELECTRIC
ELEV. — ELEVATION
EXIST. — EXISTING
EXT. — EXTERIOR
FFE — FINISH FLOOR ELEVATION
FIN. — FINISH
FLR. — FLOOR
FOUND. — FOUNDATION
FT. — FOOT OR FEET
INSTL. — INSTALLED
LT. — LIGHT
MAX. — MAXIMUM
M.A.A.H.W. — MEAN ANNUAL HIGH WATER
MH. — MANHOLE
MIN. — MINIMUM
MISC. — MISCELLANEOUS
N.T.S. — NOT TO SCALE
O.A. — OVERALL
O.C. — ON CENTER
PCB — PROPOSED CATCH BASIN
PDMH — PROPOSED DRAIN MANHOLE
PFES — PROP. FLARED END SECTION
POCS — PROP. OUTLET CONTROL STRUCTURE
PROP. — PROPOSED
PSMH — PROP. SANITARY SEWER MANHOLE
PWQU — PROP. WATER QUALITY UNIT
P.S.I. — POUNDS PER SQUARE INCH
REINF. — REINFORCING
R.H. — RIGHT HAND
SHT. — SHEET
SPEC. — SPECIAL OR SPECIFICATIONS
SQ. — SQUARE
ST. — STEEL
STA. — STATION
T.O.F. — TOP OF FOUNDATION
T.O.W. — TOP OF WALL
T.S. — TOP OF STEEL
TYP. — TYPICAL
W/ — WITH
WTR. — WATER
W.W.M. — WELDED WIRE MESH

EROSION & SEDIMENT CONTROL NOTES

MANAGEMENT STRATEGIES

1. CONSTRUCTION TRAFFIC SHALL BE LIMITED TO THE CONSTRUCTION ENTRANCE.
2. CONSTRUCTION SEQUENCE SHALL BE PHASED TO AVOID LEAVING LARGE AREAS EXPOSED FOR LONG PERIODS OF TIME.
3. TEMPORARY SEED AND MULCH SHALL BE APPLIED IMMEDIATELY FOLLOWING ROUGH GRADING.
4. SEDIMENTATION CONTROL MEASURES SHALL BE INSPECTED CONTINUOUSLY, ESPECIALLY FOLLOWING STORM EVENTS TO LOCATE FAILING CONTROL MEASURES AND CONDUCT ROUTINE MAINTENANCE OPERATIONS.

VEGETATIVE CONTROL PRACTICES

1. TOPSOIL STOCKPILING: TOPSOIL SHALL BE STRIPPED FROM AREAS TO BE DISTURBED AND STOCKPILED FOR LATER USE. STOCKPILE LOCATION SHALL BE APPROVED BY THE OWNER AND ENGINEER AND BE WITHIN LIMIT OF WORK.
2. TEMPORARY SEEDING: THE TEMPORARY SEDIMENT BASIN, TOPSOIL STOCKPILE AND ROUGH GRADED AREAS SHALL BE SEEDDED WITH WINTER RYE AT A RATE OF 30 LBS. PER ACRE. ANY SOILS THAT ARE LEFT EXPOSED AND UNDISTURBED FOR MORE THAN 30 DAYS SHALL BE TEMPORARILY SEEDDED.
- A. SITE PREPARATION
 - * COMPLETE ALL ROUGH GRADING ACTIVITIES
 - * REMOVE ALL ROCKS AND DEBRIS LARGER THAN 3" IN DIAMETER FROM AREAS TO BE TEMPORARILY SEEDDED. -EVENLY APPLY LIME TO ACHIEVE A PH VALUE OF 6.0.
 - * EVENLY APPLY 14 LBS. OF 5-10-10 ANALYSIS FERTILIZER TO A DEPTH OF 4" USING SUITABLE EQUIPMENT.
 - * SEEDBED IS TO BE LEFT IN FIRM AND SMOOTH CONDITION.
 - * THE LAST TILLAGE OPERATION SHALL BE PERFORMED ACROSS THE SLOPE.
- B. ESTABLISHMENT
 - * EVENLY APPLY SEED IN ACCORDANCE WITH THE SPECIES AND RATE INDICATED ABOVE BY MEANS OF BROADCASTING OR HYDROSEEDING.
 - * UNLESS HYDROSEEDING, COVER SEED WITH 1/4" TO 1/2" OF TOPSOIL.
 - * APPLY MULCH OR EROSION CONTROL BLANKET IMMEDIATELY FOLLOWING SEEDING.
 - * VERIFY SEEDING DATES WITH ENGINEER/LANDSCAPE ARCHITECT. IF ENGINEER/LANDSCAPE ARCHITECT DETERMINES THAT SEED CANNOT BE APPLIED DUE TO CLIMATE, TOPSOIL SHALL NOT BE SPREAD AND MULCHING SHALL BE APPLIED TO THE EXPOSED SURFACE TO STABILIZE SOILS UNTIL THE NEXT RECOMMENDED SEEDING PERIOD.
 - * PERMANENT SEEDING SHALL BE APPLIED BETWEEN APRIL 15 AND SEPTEMBER 30. TEMPORARY SEEDING SHALL BE APPLIED TO ALL DISTURBED AREAS OUTSIDE THIS TIME FRAME, UPON APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT.

NONSTRUCTURAL CONTROL PRACTICES

1. SCARIFICATION: EXPOSED SLOPES EXCEEDING 4:1 SHALL BE SCARIFIED AT RIGHT ANGLES TO THE SLOPE. PROVIDE PERIODIC UPGRADING OF SERRATIONS DURING EXPOSED PERIOD UNTIL VEGETATION IS ESTABLISHED. PROVIDE VEGETATIVE COVER AS SOON AS POSSIBLE.
2. STRAW MULCH: STRAW MULCH SHALL BE APPLIED IN CONJUNCTION WITH TEMPORARY/PERMANENT SEEDING AND TO GRADED AREAS WHICH REMAIN EXPOSED OUTSIDE OF RECOMMENDED SEEDING DATES. MULCH SHALL BE APPLIED AT 90 LBS. PER 1000 S.F. CONTRACTOR SHALL PERIODICALLY INSPECT AND REAPPLY AS NECESSARY, PARTICULARLY FOLLOWING SIGNIFICANT STORM EVENTS.
3. TOPSOIL: DISTURBED AREAS SHALL BE TOPSOILED PRIOR TO SEED APPLICATION.
APPLICATION STANDARDS:
 - REMOVE ALL ROCKS AND DEBRIS OVER 1" - 1 1/2" IN DIAMETER.
 - SCARIFY SURFACE PRIOR TO SEED APPLICATION.
 - APPLY 4" DEPTH OF TOPSOIL.
4. SILT FENCE: SILT FENCE SHALL BE INSTALLED AROUND THE PERIMETER OF THE SITE, AT CULVERT OUTLET LOCATIONS, OR AS INDICATED ON THE DRAWINGS. SILT FENCE SHALL BE INSPECTED AND REPAIRED ROUTINELY, ESPECIALLY FOLLOWING STORM EVENTS UNTIL THE SITE HAS BEEN STABILIZED (COVER > 70%) BY VEGETATION.

STRUCTURAL CONTROL PRACTICES

1. **RIP-RAP OUTLET PROTECTION:** RIP-RAP SHALL BE PROVIDED AT ALL PIPE OUTLETS. MATERIAL SHALL BE HARD, DURABLE FIELD OR QUARRY STONE WHICH IS ANGULAR AND RESISTS BREAKING DOWN WHEN EXPOSED TO WATER OR WEATHERING.
2. **CONSTRUCTION ENTRANCE:** CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE DRAWINGS.
3. **DUST CONTROL:** A WATER TRUCK SHOULD BE LOCATED ON-SITE FOR DUST CONTROL WHILE WORK IS PROCEEDING. MAINTENANCE SEDIMENTATION CONTROL MEASURES SHALL BE CHECKED WEEKLY AND AFTER EACH SIGNIFICANT RAINFALL EVENT. THE FOLLOWING ITEMS SHALL BE CHECKED IN PARTICULAR:
 - A. RIP-RAP OUTLET PROTECTION SHALL BE CHECKED REGULARLY FOR SEDIMENT ACCUMULATION. IF SIGNIFICANT AMOUNTS OF SEDIMENT ACCUMULATE, RIP-RAP SHALL BE REMOVED AND REPLACED.
 - B. SILT FENCING SHALL BE INSPECTED REGULARLY FOR UNDERMINING AND DETERIORATION. REMOVE SEDIMENT FROM BEHIND FENCE WHEN IT BECOMES 6 INCHES DEEP.
 - C. SEEDED/MULCHED AREAS SHALL BE INSPECTED REGULARLY TO SEE THAT A GOOD STAND IS MAINTAINED. AREAS SHALL BE REPAIRED AS NECESSARY.

HAY BALE INSTALLATION & MAINTENANCE (AS REQ'D)

1. HAY BALES SHALL BE PLACED IN A SINGLE ROW, LENGTHWISE ON THE CONTOUR, WITH ENDS OF ADJACENT BALES TIGHTLY ABUTTING ONE ANOTHER.
2. ALL BALES SHALL BE EITHER WIRE BOUND OR STRING TIES. BALES SHALL BE INSTALLED SO THAT BINDINGS ARE ORIENTED AROUND THE SIDES RATHER THAN ALONG THE TOPS AND BOTTOMS OF THE BALES TO PREVENT DETERIORATION OF THE BINDINGS.
3. THE BARRIER SHALL BE ENTRENCHED AND BACKFILLED. A TRENCH SHALL BE EXCAVATED THE WIDTH OF A BALE AND THE LENGTH OF THE PROPOSED BARRIER TO A MINIMUM DEPTH OF FOUR (4) INCHES AND A MAXIMUM DEPTH OF SIX (6) INCHES. AFTER THE BALES ARE STAKED AND CHINKED, THE EXCAVATED SOIL SHALL BE BACKFILLED AGAINST THE BARRIER. BACKFILL SOIL SHALL CONFORM TO THE GROUND LEVEL ON THE DOWNHILL SIDE AND SHALL BE BUILT UP TO FOUR (4) INCHES AGAINST THE UPHILL SIDE OF THE BARRIER.
4. EACH BALE SHALL BE SECURELY ANCHORED BY AT LEAST TWO (2) STAKES OR REBARS DRIVEN THROUGH THE BALE. THE FIRST STAKE IN EACH BALE SHALL BE DRIVEN TOWARD THE PREVIOUSLY LAID BALE TO FORCE THE BALES TOGETHER. STAKES OR REBARS SHALL BE DRIVEN DEEP ENOUGH INTO THE GROUND TO SECURELY ANCHOR THE BALES.
5. THE GAPS BETWEEN BALES SHALL BE CHINKED (FILLED BY WEDGING) WITH STRAW TO PREVENT WATER FROM ESCAPING BETWEEN THE BALES. (LOOSE STRAW SCATTERED OVER THE AREA IMMEDIATELY UPHILL FROM A STRAW BALE BARRIER TENDS TO INCREASE BARRIER EFFICIENCY.)
6. HAY BALES GENERALLY DETERIORATE IN 2-6 MONTHS AND THUS NEED REPLACEMENT.
7. INSPECTION SHALL BE FREQUENT AND REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
8. BALE BARRIERS SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFULNESS, BUT NOT BEFORE THE UPSLOPE AREAS HAVE BEEN PERMANENTLY STABILIZED.

SITE PREP

1. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATION, INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES SPECIFICATIONS AND SHALL BE APPROVED BY SUCH.
2. CONTRACTOR SHALL ERECT AND MAINTAIN SAFETY BARRICADES AND POST PROPER NOTICES PRIOR TO THE COMMENCEMENT OF WORK.
3. CONTRACTOR SHALL PROTECT EXISTING SITE IMPROVEMENTS, APPURTENANCES, AND LANDSCAPING TO REMAIN.
4. CONTRACTOR SHALL MAINTAIN EXISTING UTILITIES TO REMAIN IN SERVICE AND PROTECT THEM FROM DAMAGE DURING DEMOLITION OPERATIONS.
5. DO NOT DAMAGE EXISTING UTILITIES TO REMAIN WITHIN PROJECT AREA. ALL DAMAGE TO EXISTING UTILITIES TO REMAIN SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE UTILITY OWNER.
6. THERE SHALL BE NO BURNING OF DEMOLISHED MATERIAL ALLOWED ON SITE.
7. CONTRACTOR SHALL COORDINATE WITH OWNER FOR ANY ITEMS TO BE TURNED OVER TO OWNER.
8. DEMOLISH AND REMOVE ALL PAVEMENT, SLABS, FOOTINGS, SUBSURFACE ELEMENTS, MISCELLANEOUS DEBRIS, ETC. WITHIN PROPERTY LINES UNLESS NOTED OTHERWISE.
9. CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST SO THAT DUST DOES NOT CREATE A NUISANCE ON ADJACENT ROADS OR PROPERTIES. SITE CONTRACTOR SHALL BE RESPONSIBLE FOR STREET SWEEPING AND CATCH BASIN CLEANING AFTER EACH PHASE OF CONSTRUCTION AND AS NEED IS DETERMINED BY THE ENGINEER.
10. CONTRACTOR SHALL REMOVE AND DISPOSE OF ANY ABANDONED SUBSURFACE SOIL ABSORPTION SYSTEM (SAS) AND MISCELLANEOUS DEBRIS.
11. NO ACTIVITY OTHER THAN NORMAL MAINTENANCE SHALL OCCUR OUTSIDE OF LIMIT OF WORK LINES AS SHOWN ON PLAN WITHOUT THE APPROVAL OF THE ENGINEER.
12. THE CONTRACTOR SHALL NOTIFY DIF SAFE @ 1-888-344-7233 PRIOR TO COMMENCEMENT OF ANY DEMOLITION/CONSTRUCTION ACTIVITY.

LANDSCAPE NOTES

1. THE CONTRACTOR SHALL VERIFY FINAL SELECTION OF PLANT MATERIALS WITH THE LANDSCAPE ARCHITECT AND OWNER PRIOR TO INSTALLATION.
2. NO PLANT MATERIAL WILL BE ACCEPTED WHICH DISPLAYS MAJOR IRREGULARITIES OR DAMAGE. THE OWNER/LANDSCAPE ARCHITECT RETAINS THE RIGHT TO REJECT ANY PLANT MATERIAL DEEMED UNFIT.
3. WARRANTEE: FOR A PERIOD OF TWO GROWING SEASONS FROM THE DATE THAT THE WORK UNDER THIS CONTRACT IS CERTIFIED AS SUBSTANTIALLY COMPLETE, THE CONTRACTOR SHALL: 1) WARRANT ALL PLANTS AND SEEDED AREAS UNDER THIS CONTRACT; 2) REPLACE AND RE-SEED THIS GUARANTEE PERIOD PLANTS WHICH DIE OR ARE IN POOR CONDITION AS DETERMINED BY THE OWNER; 3) REPLANT WITH STOCK OF SAME SIZE AND QUALITY AS ORIGINALLY SPECIFIED; 4) GUY AND MAINTAIN AS SPECIFIED HEREIN AT NO ADDITIONAL COST TO THE OWNER.
4. ALL NEW LAWN AREAS SHALL RECEIVE A MINIMUM OF 4 INCHES TOPSOIL OF THE PROPER PH AND ORGANIC CONTENT SUITABLE FOR THE HEALTHY GROWTH OF LAWNS. THESE AREAS SHALL BE SEEDDED WITH A FINE BLADE LAWN GRASS SEED OR SODDED. ADDITIONAL OFF-SITE TOPSOIL MAY BE REQUIRED.
5. ALL AREAS TO BE MULCHED SHALL RECEIVE 4 INCHES MINIMUM 100% SHREDDED BARK MULCH WITHIN 48 HOURS OF PLANTING UNLESS OTHERWISE NOTED IN PLANTING DETAILS.
6. ALL TREE AND SHRUB PITS SHALL BE AT LEAST 2 FEET WIDER AND 1 FOOT DEEPER THAN THE TREE OR SHRUB ROOT BALL TO BE PLANTED IN IT. BACKFILL SHALL BE HIGH QUALITY LOAM OF THE PROPER PH AND ORGANIC CONTENT SUITABLE FOR THE HEALTHY GROWTH OF PLANT MATERIALS.
7. ALL PLANTS SHALL BE NURSERY GROWN AND CONFORM TO THE LATEST EDITION OF "ANSI Z60.1, AMERICAN STANDARD FOR NURSERY STOCK".
8. EACH PLANT TO BE FREE FROM DISEASE, INSECT INFESTATION, MECHANICAL INJURIES, AND IN ALL RESPECTS BE SUITABLE FOR FIELD PLANTING.
9. EACH PLANT TO BE IN THE TOP OF ITS SIZE CLASS AFTER SHEARING AND PRUNING.
10. ADJACENT TO THE TOP OF ANY WALLS OVER 36" A FENCE OR WALL SHALL BE CONSTRUCTED PER PLAN THAT MEETS LOCAL BUILDING CODE AND ALL OTHER APPLICABLE STATE AND FEDERAL LAWS.
11. SEE DETAIL SHEETS FOR ADDITIONAL DETAILS & SPECIFICATIONS.

SHOULD OCCUR OR ANY SUBCONTRACTOR ENCOUNTER A DISCREPANCY/CONFLICT IN THE PLAN OR THE ACTUAL LOCATION OF A SITE FEATURE, THE CONTRACTOR SHALL CONTACT THE LANDSCAPE ARCHITECT/ENGINEER AND OWNER IMMEDIATELY.

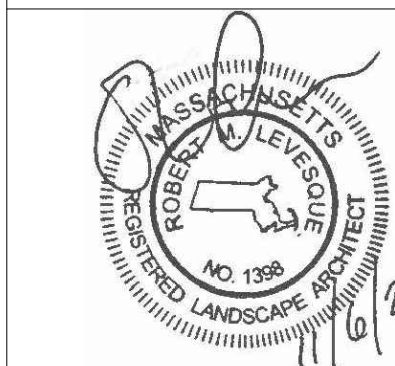
L. AREAS DISTURBED DURING CONSTRUCTION NOT DESIGNATED TO RECEIVE OTHER TREATMENT SHALL BE LOAMED TO A MINIMUM DEPTH OF 4" AND SEEDED IN ACCORDANCE WITH THE FOLLOWING:

- INCORPORATE GROUND LIMESTONE INTO ALL AREAS TO BE SEEDED AT A RATE OF 50 LBS/1,000 S.F.
- APPLY 10-6-4 FERTILIZER TO ALL AREAS TO BE SEEDED AT A RATE OF 2 LBS/1,000 S.F.
- THOROUGHLY INCORPORATE LIME AND FERTILIZER INTO SEED BED TO DEPTH OF 4" BY DISCING OR OTHER APPROVED METHOD.
- SEED WITH THE FOLLOWING MIXTURE, APPLIED AT A RATE OF 10 LBS/1,000 S.F.

SEED MIX:

NAME OF SEED	% BY WEIGHT IN MIXTURE	MIN. % PURITY	MIN. GERMINATION
POS PRETENSES "BARON"	50	90	75
BARON BLUEGRASS			
FESTUCA RUBRA "PENNLAWN"	25	95	85
PENNLAWN FESCUE			
LOLIUM PERENNE "PENNFINE"	25	98	95
PENNFINE			

- F. ALL SLOPES OF 3:1 OR GREATER AFTER BEING LOAMED, SEEDED AND MULCHED IN ACCORDANCE WITH THE ABOVE SHALL BE SECURED WITH EROSION CONTROL BLANKETS (NO. AMERICAN GREEN S150 OR EQUAL). OVERLAP ALL NETTING JOINTS A MINIMUM OF 6" AND SECURE WITH DOUBLE ROW OF STAPLES.



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

REVISIONS:	DATE:
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DRAFTED BY: C.M

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OF MASSACHUSETTS STATE LAW

SCALE: As Noted

RLA PROJ. NUMBER: 240706

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GENERAL CONSTRUCTION NOTES

1. PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR OR HIS AUTHORIZED REPRESENTATIVE SHALL CONVENE A PRE-CONSTRUCTION CONFERENCE BETWEEN THE CITY/TOWN REPRESENTATIVES, CONSULTING ENGINEER/LANDSCAPE ARCHITECT, UTILITY COMPANY REPRESENTATIVES, AND ANY OTHER AFFECTED PARTIES.
2. THE OWNER, R LEVESQUE ASSOCIATES, INC., AND/OR THEIR REPRESENTATIVES, IN PREPARING THESE PLANS HAVE ATTEMPTED TO LOCATE ALL EXISTING UTILITIES IN THE PROJECT AREA. HOWEVER, THERE MAY BE UTILITIES THAT WERE NOT OR COULD NOT BE LOCATED. UNDERGROUND UTILITIES SHOWN ON THE PLANS ARE IN APPROXIMATE LOCATIONS ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATIONS AND ELEVATIONS OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR SHALL CALL ALL APPROPRIATE UTILITY COMPANIES FOR LOCATIONS OF THEIR UTILITIES AT LEAST 48 HOURS BEFORE COMMENCING EXCAVATION. IN THE EVENT THAT A UTILITY IS SITUATED SUCH THAT CONSTRUCTION CANNOT PROCEED AS SHOWN ON THE PLANS, THE PROJECT ENGINEER/LANDSCAPE ARCHITECT AND OWNER SHALL BE NOTIFIED IMMEDIATELY.
3. THE SITE CONTRACTOR IS RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH OCCUR DUE TO HIS FAILURE TO LOCATE AND PRESERVE ANY AND ALL UTILITIES.
4. ALL FILL WORK REQUIRED TO BRING THE PROPOSED ROADWAY UP TO SUB-GRADE LEVEL SHALL CONFORM TO MHD SPECIFICATIONS SECTION 150.
5. ALL WORK SHALL COMPLY WITH FEDERAL, STATE, AND LOCAL CODES AND ORDINANCES, INCLUDING BUT NOT LIMITED TO AASHTO, OSHA, EPA, DEP, MASSDOT, ETC. THE GENERAL CONTRACTOR SHALL APPLY FOR ALL PERMITS AND SHALL PAY ALL PERMIT RELATED FEES. ALL NECESSARY PERMITS SHALL BE OBTAINED PRIOR TO THE START OF WORK.
6. ALL WORK IN THE CITY/TOWN RIGHT-OF-WAY AND EASEMENTS SHALL BE IN ACCORDANCE WITH THE CITY/TOWN SPECIFICATIONS AND MASSACHUSETTS DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, LATEST EDITION.
7. THE CONTRACTOR SHALL GIVE THE CITY/TOWN A MINIMUM OF 48 HOURS NOTICE BEFORE BEGINNING EACH PHASE OF CONSTRUCTION.
8. CONTRACTOR IS RESPONSIBLE FOR REPAIRS OF DAMAGE TO ANY EXISTING IMPROVEMENTS DURING CONSTRUCTION, SUCH AS, BUT NOT LIMITED TO, DRAINAGE, UTILITIES, PAVEMENT, STRIPING, CURB, ETC. REPAIRS SHALL BE EQUAL TO OR BETTER THAN EXISTING CONDITIONS.
9. ALL WORK SHALL BE PERFORMED IN CONFORMANCE WITH THE CONDITIONS OF APPROVAL OUTLINED IN ALL STATE AND LOCAL PERMITS. COPIES OF THE CONDITIONS ARE INCLUDED WITHIN THE PROJECTS TECHNICAL SPECIFICATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REVIEWING THIS INFORMATION PRIOR TO CONSTRUCTION AND CONFORMING TO THE CONDITIONS AS REQUIRED DURING CONSTRUCTION.
10. THE CONTRACTOR SHALL MAINTAIN THE JOB CLEAR OF TRASH AND DEBRIS. THE WORK AREAS ARE TO BE PICKED UP AT THE END OF EACH WORK DAY.
11. ANY TEMPORARY FACILITIES FOR THE STORAGE OR PROTECTION OF TOOLS, EQUIPMENT OR MATERIALS SHALL CONFORM TO LOCAL REGULATIONS AND SHALL BE THE GENERAL CONTRACTORS RESPONSIBILITY. THESE DOCUMENTS DO NOT INCLUDE THE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. SAFETY, CARE OF ADJACENT PROPERTIES DURING CONSTRUCTION, AND COMPLIANCE WITH STATE AND FEDERAL REGULATIONS REGARDING SAFETY SHALL BE THE GENERAL CONTRACTORS RESPONSIBILITY.
12. THE GENERAL CONTRACTOR AND HIS SUBCONTRACTORS SHALL VISIT THE SITE AND BECOME FAMILIAR WITH ALL CONDITIONS PRIOR TO SUBMITTING HIS PROPOSAL. NO EXTRAS DUE TO UNFAMILIARITY WITH THE EXISTING SITE OR WORKING CONDITIONS WILL BE ALLOWED.
13. CONTRACTOR SHALL BE REQUIRED TO PERFORM FINAL CLEANUP CONSISTING OF CLEANING THE PROPOSED DRAINAGE AND SEWER SYSTEMS OF ALL DEBRIS PRIOR TO THE ACCEPTANCE BY THE OWNER. ADDITIONALLY, THE PROPOSED ROADWAY SHALL BE CLEANED AND SWEEPED BY THE CONTRACTOR PRIOR TO ACCEPTANCE.
14. ALL EXCAVATION SHALL COMPLY WITH OSHA'S LATEST STANDARDS. ALL REQUIREMENTS OF OSHA'S EXCAVATION STANDARDS SHALL BE PROVIDED BY THE CONTRACTOR INCLUDING, BUT NOT LIMITED TO, THE PROVISION FOR A COMPETENT PERSON ON SITE MANAGER AND ANY REQUIRED DOCUMENTATION THAT MAY REQUIRE CERTIFICATION BY A PROFESSIONAL ENGINEER. THE OWNER, THROUGH ITS ENGINEER, SHALL EXPRESSLY NOT PROVIDE ANY OF THE ABOVE REQUIREMENTS DESIGNATED BY OSHA'S EXCAVATION STANDARD.
15. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE COST OF LAYING OUT ALL ITEMS OF THE WORK BASED ON CERTAIN HORIZONTAL CONTROL AND BENCHMARK SUPPLIED BY THE SURVEYOR OF RECORD. ANY DISCREPANCIES SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER.
16. THE CONTRACTOR SHALL PROVIDE ALL MATERIALS, LABOR, EQUIPMENT, PERMITS AND APPURTENANCES NECESSARY TO PROVIDE A COMPLETE PROJECT AS INDICATED ON THE PLANS AND IN THESE SPECIFICATIONS.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR A THOROUGH SITE EXAMINATION IN ORDER TO PREPARE SITE FOR CONSTRUCTION.
18. ANY AND ALL DEMOLISHED TREES, STRUCTURES AND OTHER RUBBLE MATERIAL PERTAINING TO THIS PROJECT SHALL BE DISPOSED OF BY THE CONTRACTOR OFF-SITE AT HIS EXPENSE IN ACCORDANCE WITH ALL OF THE CITY/TOWN ORDINANCES AND ALL APPLICABLE STATE AND FEDERAL ENVIRONMENTAL REGULATIONS.
19. ALL PAVEMENT DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE REPLACED IN ACCORDANCE WITH THE SPECIFICATIONS AND AS SHOWN ON THE DRAWINGS.
20. ALL STREET EXCAVATIONS SHALL BE COMPLETELY CLOSED AT THE END OF EACH WORKING DAY BY BACKFILLING OR COVERING WITH STEEL PLATES.
21. ALL MATERIALS AND METHODS ARE TO COMPLY WITH THE CITY/TOWN DPW STANDARDS OR MASSACHUSETTS DEPARTMENT OF TRANSPORTATION (MASSDOT) (WHERE APPLICABLE), UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
22. PERMITS WILL BE REQUIRED BY CONTRACTOR WHEN WORKING WITHIN OR OCCUPYING PUBLIC WAY. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED WORK PERMITS AND MAINTAINING A COPY OF ALL PERMITS IN A THREE RING BINDER OR PROJECT BOOK AND ON-SITE AT ALL TIMES.
23. BACKFILL WILL BE PLACED IN SUCCESSIVE LAYERS NOT MORE THAN TWELVE INCHES IN THICKNESS AND SHALL BE COMPACTED TO 95% OF MAXIMUM DRY DENSITY DETERMINED BY STANDARD PROCTOR TEST (ASTM 698) FOR ALL APPLICABLE TYPES OF BACKFILL MATERIAL. NO FROZEN MATERIAL SHALL BE USED AS BACKFILL. IF, IN THE OPINION OF THE ENGINEER OR THE DPW, THE EXCAVATED MATERIAL IS UNSUITABLE, THE ENTIRE MATERIAL FOR BACKFILLING SHALL CONSIST OF APPROVED GRAVEL OR APPROVED BORROW, AS DIRECTED. AFTER THOROUGH TAMPING AROUND AND BENEATH THE UTILITY, A SIX-INCH LAYER OF BACKFILL WILL BE THOROUGHLY COMPACTED AS FOLLOWS: IF DRY, SHALL BE MOISTENED AND THEN COMPACTED WITH MECHANICAL TAMPERS OR BY HAND TAMPERS HAVING A TAMPING FACE NOT EXCEEDING 25 SQUARE INCHES IN AREA. THE FINAL TWELVE INCHES OF FILLING WILL, IN ALL CASES, CONSIST OF APPROVED GRAVEL THOROUGHLY TAMPED.
24. CONTRACTOR SHALL PROVIDE FIELD COMPACTION VERIFICATION UTILIZING ASTM D5195-02, STANDARD TEST METHOD FOR DENSITY OF SOIL & ROCK IN-PLACE AT DEPTHS BELOW THE SURFACE BY NUCLEAR METHODS.
25. CONTRACTOR SHALL PROVIDE FIELD COMPACTION RESULTS TO ENGINEER WITHIN 24-HOURS PRIOR TO PLACEMENT OF INFRASTRUCTURE OR BITUMINOUS BINDER.
26. ALL FILL TO BRING PROPOSED ROADWAY UP TO THE SUB-GRADE LEVEL SHALL EXTEND PAST THE EDGE OF THE RIGHT-OF-WAY AT A 2:1 SLOPE. THIS IS TO PROVIDE ADEQUATE SUPPORT FOR THE RIGHT-OF-WAY.
27. THE WASHOUT OF CONCRETE TRUCKS IS PROHIBITED ON SITE.
28. ALL WASTE MATERIALS GENERATED BY CONSTRUCTION SHALL BE DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL REGULATIONS.
29. ANY WORK WITHIN THE CITY/TOWN'S RIGHT-OF-WAY SHALL REQUIRE PERMITTING. CONTRACTOR SHALL COORDINATE ANY ADDITIONAL PERMITS WITH THE RESPECTIVE CITY/TOWN DEPARTMENTS.

LAYOUT NOTES

1. ALL CONSTRUCTION IN CITY/TOWN RIGHT-OF-WAYS AND/OR EASEMENTS SHALL BE IN ACCORDANCE WITH THE CITY/TOWN STANDARD SPECIFICATIONS.
2. IN THE EVENT OF DISCREPANCIES BETWEEN LOCAL SPECIFICATIONS AND SITE SPECIFICATIONS, THE MORE STRINGENT REQUIREMENT SHALL GOVERN.
3. SITE CONTRACTOR SHALL PROTECT ALL BENCHMARKS AND PROPERTY MONUMENTATION AND SHALL REPLACE OR REPAIR, AT HIS OWN EXPENSE, BENCHMARKS AND MONUMENTATION DISTURBED DURING CONSTRUCTION.
4. ALL STRIPING, PAVEMENT MARKINGS, AND TRAFFIC SIGNAGE SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION, UNLESS OTHERWISE NOTED ON THE PLANS.
5. ALL WORK SHALL COMPLY WITH FEDERAL, STATE AND LOCAL CODES AND ORDINANCES INCLUDING BUT NOT LIMITED TO: AASHTO, OSHA, EPA, DEP, MASSDOT, ETC. THE GENERAL CONTRACTOR SHALL APPLY FOR ALL PERMITS AND SHALL PAY ALL PERMIT RELATED FEES. ALL NECESSARY PERMITS SHALL BE OBTAINED PRIOR TO THE START OF WORK.
6. ALL DIMENSIONS AND CONDITIONS SHOWN ON THE DRAWINGS ARE TO BE VERIFIED BY THE CONTRACTOR. IF FIELD CONDITIONS VARY SIGNIFICANTLY ENOUGH TO REQUIRE A CHANGE TO THE CONTRACT DOCUMENTS, THE PROJECT PROPONENT AND ENGINEER SHALL BE NOTIFIED IMMEDIATELY.
7. THE SITE/GENERAL CONTRACTOR AND SUBCONTRACTORS SHALL CONTACT THE OWNER AND ENGINEER SHOULD HE FIND ANY CONFLICT OR INCONSISTENCY BETWEEN THE WORK SHOWN ON THE DRAWINGS AND NORMAL ACCEPTED CONSTRUCTION PRACTICES, OR HE SHALL ASSUME RESPONSIBILITY FOR ALL CORRECTIONS.
8. ANY CORRECTIONS REQUIRED FOR REVISIONS TO THE CONTRACT DRAWINGS INITIATED BY THE GENERAL CONTRACTOR OR SUBCONTRACTORS WITHOUT PRIOR APPROVAL OF THE OWNER AND/OR THE ENGINEER SHALL BE ACCOMPLISHED AT THE CONTRACTORS RISK.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL & LEGAL DISPOSAL OF ALL MATERIAL NECESSARY TO PREPARE THE SITE FOR THE NEW CONSTRUCTION AS SHOWN ON THE SITE DRAWINGS.
10. REPAIR DAMAGED CITY/TOWN ROADS AND CURBS IN ACCORDANCE WITH MASSDOT AND/OR THE CITY/TOWN REGULATIONS.
11. CONTRACTOR SHALL SAWCUT PAVEMENT EDGE WHERE PAVEMENT TO REMAIN IS ADJACENT TO PAVEMENT TO BE REMOVED.
12. CONTRACTOR SHALL PREPARE SITE AS NECESSARY FOR CONSTRUCTION SHOWN ON THE PLANS.

EARTHWORK NOTES

1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
2. ALL CUT OR FILL SLOPES SHALL BE 3:1 OR FLATTER UNLESS OTHERWISE NOTED.
3. STORM PIPE SHALL BE AS NOTED ON PLANS.
4. EXISTING DRAINAGE STRUCTURES TO BE INSPECTED AND REPAIRED AS NEEDED, AND EXISTING PIPES TO BE CLEANED OUT TO REMOVE ALL SILT AND DEBRIS.
5. EXISTING GRADE CONTOUR INTERVALS SHOWN AT 1 FOOT INTERVALS.
6. PROPOSED GRADE CONTOUR INTERVALS SHOWN AT 1 FOOT INTERVALS.
7. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
8. ALL STORM PIPE ENTERING STRUCTURES SHALL BE SEALED TO ASSURE CONNECTION AT STRUCTURE IS WATERTIGHT.
9. ALL STORM SEWER MANHOLES FRAMES AND GRATES ARE TO BE SET EQUAL TO FINISH GRADES, AND SHALL HAVE TRAFFIC BEARING RING & COVERS (H20).
10. CONTRACTOR SHALL ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE.
11. CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS FOR ALL NATURAL AND PAVED AREAS.
12. ALL UNSURFACED AREAS DISTURBED BY GRADING OPERATION SHALL RECEIVE 4 INCHES OF TOPSOIL. CONTRACTOR SHALL APPLY STABILIZATION FABRIC TO ALL SLOPES 3H:1V OR STEEPER. CONTRACTOR SHALL GRASS DISTURBED AREAS IN ACCORDANCE WITH THE SPECIFICATIONS UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.
13. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
14. IF CONTRACTOR RELOCATES OR SETS NEW BENCHMARKS, THE VERTICAL ELEVATIONS OF THE BENCHMARKS SHALL BE SET WITHIN A TOLERANCE OF 0.010 FT.
15. CONTRACTOR SHALL LEAVE GRADE BEHIND CURB IN ALL PLANTER AREAS A MINIMUM OF 4" LOW FOR THE PLACEMENT OF SUITABLE TOPSOIL OR PLANTING MIX.

SITE UTILITY NOTES

- GENERAL:
1. ALL FILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
 2. TOPS OF EXISTING MANHOLES SHALL BE SET EQUAL TO FINISH GRADE. IN GRASSED LANDSCAPED AREAS WITH WATER TIGHT LIDS.
 3. ALL CONCRETE FOR ENCASEMENTS SHALL HAVE A MINIMUM 28 DAY COMPRESSION STRENGTH AT 4000 P.S.I.
 4. DRAWINGS DO NOT PURPORT TO SHOW ALL EXISTING UTILITIES.
 5. EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
 6. SITE/GENERAL CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE SPECIFICATIONS OF THE LOCAL AUTHORITIES AT THE CITY WITH REGARD TO MATERIALS AND INSTALLATION OF THE WATER AND SEWER LINES.
 7. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
 8. CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
 9. CONTRACTOR SHALL COORDINATE INSPECTION OF UTILITY LINES WITH APPROPRIATE AUTHORITIES PRIOR TO BACKFILLING TRENCHES.
 10. CONTRACTOR SHALL COMPLY WITH THE LATEST OSHA STANDARDS OR DIRECTIVES OR ANY OTHER AGENCY HAVING JURISDICTION FOR EXCAVATION AND TRENCHING PROCEDURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DESIGN AND MAINTENANCE OF ALL SUPPORT SYSTEMS, SLOPING, BENCHING, AND OTHER MEANS OF PROTECTION.
 11. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES WITH LOCAL COMPANIES TO AVOID CONFLICTS AND TO ASSURE THAT PROPER DEPTHS ARE ACHIEVED. CONTRACTOR SHALL COORDINATE WITH LOCAL UTILITY COMPANIES FOR EXACT LOCATION AND SCHEDULING OF CONNECTIONS TO THEIR FACILITIES.
 12. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. DUE TO THE LACK OF AVAILABLE DOCUMENTATION, ALL UTILITIES, INCLUDING CURB BOXES, MAY NOT BE SHOWN ON THESE DRAWINGS. THE CONTRACTOR SHALL CALL THE "DIG SAFE CENTER" TO HAVE ALL UTILITIES MARKED ON THE GROUND PRIOR TO THE START OF CONSTRUCTION
 13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH OCCUR DUE TO HIS FAILURE TO LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
 14. DO NOT INTERRUPT EXISTING UTILITIES WITHOUT AUTHORIZATION FROM THE OWNER. OWNERS OF ADJACENT PROPERTIES, AND THE CORRESPONDING UTILITY OWNER, CONTRACTOR SHALL ARRANGE TO SHUT OFF UTILITIES, AS REQUIRED, WITH THE UTILITY OWNERS.
 15. COORDINATE UTILITY TERMINATION WITH UTILITY OWNERS.

SEWER:

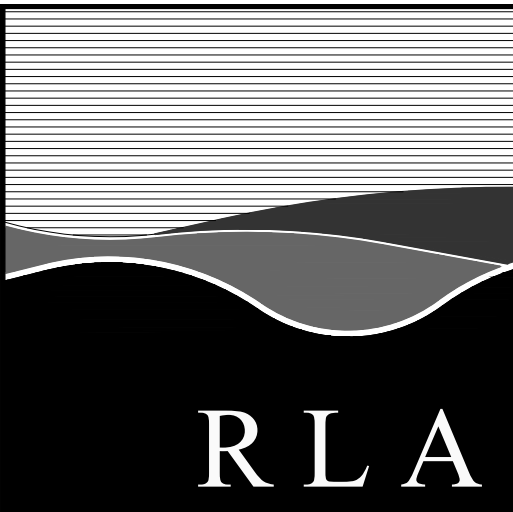
1. SANITARY SEWER MAINS AND LATERALS SHALL BE PVC PIPE CONFORMING TO ASTM D 3034--SDR35. THE MINIMUM SIZE FOR SEWER MAINS SHAL BE 8", SEWER LATERALS SHALL BE 4" MIN.
2. ALL SANITARY SEWERS, SEWER FORCE MAINS, AND SEWER LATERALS SHALL BE INSTALLED IN FIRST-CLASS BEDDING AND IN ACCORDANCE WITH THE DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS. SEWERS SHALL BE INSTALLED TO THE LINE AND GRADE INDICATED ON THE PLANS.
3. ONLY PRECAST CONCRETE MANHOLES OF A DESIGN APPROVED BY THE TOWN ENGINEER SHALL BE INSTALLED ON A SANITARY SEWER MAIN.
4. NO GROUNDWATER OR SURFACE WATER SHALL BE DISCHARGED INTO THE SANITARY SEWER.
5. WHERE ROCK IS ENCOUNTERED, IT SHALL BE REMOVED TO A DEPTH OF ONE FOOT BELOW THE FLOWLINE OF THE SEWER AND THE PIPE LAID IN A PROPERLY COMPACTED GRANULAR MATERIAL APPROVED BY THE TOWN ENGINEER.
6. ONLY GRANULAR MATERIAL APPROVED BY THE TOWN ENGINEER SHALL BE USED AS BACKFILL IN ANY TRENCH EXCAVATION.

WATER:

1. CONTRACTOR SHALL CONTACT THE CITY/TOWN WATER DEPARTMENT FOR SPECIFICATIONS AND MAKE OF VALVES, VALVE BOXES, FIRE HYDRANTS AND ALL OTHER WATER LINE APPURTENANCES.
2. WATER LINE TESTING AND STERILIZATION SHALL BE PERFORMED IN ACCORDANCE WITH LOCAL DPW SPECIFICATIONS AND WATER DISTRIBUTION SYSTEM. CONTRACTOR SHALL COORDINATE TESTING WITH THE CITY WATER DEPARTMENT.
3. ALL WATER MAIN SHALL BE DUCTILE IRON (D.I.), CLASS 52, AWWA C-151 (ANSI A21.40). D.I. PIPE SHALL BE DOUBLE CEMENT LINED WITH A SEAL COAT CONFORMING TO AWWA C-104 (ANSI A-21.4).
4. JOINTS FOR D.I. PIPE SHALL BE PUSH-ON OR OTHERWISE APPROVED, AWWA C151(ANSI A-21.51) WITH GASKETS CONFORMING TO AWWA C-111 (ANSI A-21.11) MAXIMUM LENGTH OF PIPE TO BE 20 L.F.
5. ALL FITTINGS SHALL BE DUCTILE IRON CLASS 53 WITH PRESSURE RATING OF 350 PSI AND MECHANICAL JOINTS CONFORMING TO AWWA C-151 (ANSI A21.51).
6. RETAINER GLANDS: RETAINER GLANDS SHALL BE DESIGNED TO IMPART MULTIPLE WEDGING ACTION AGAINST THE PIPE, INCREASE ITS RESISTANCE AS THE PRESSURE INCREASES. GLANDS SHALL BE MANUFACTURED OF DUCTILE IRON CONFORMING TO ASTM A536-80. RESTRAINING DEVICES SHALL BE DUCTILE IRON HEAT-TREATED TO A MINIMUM HARDNESS OF 370 BHN. TWIST-OFF NUTS SHALL BE USED TO INSURE PROPER ACTUATING OF THE RETAINER GLAND, DIMENSIONS OF THE GLAND SHALL BE SUCH THAT IT CAN BE USED WITH THE STANDARD MECHANICAL JOINT BELL AND TEE-HEADED BOLTS CONFORMING TO ANSI/AWWA A21.1 AND ANSI/WWA 153/A21.5. THE RETAINER GLAND SHALL HAVE A WORKING PRESSURE OF 250 PSI WITH A MINIMUM SAFETY FACTOR OF 2:1 AND SHALL BE CERTIFIED BY THE MANUFACTURER TO BE COMPATIBLE WITH THE PIPE CLASS AND PIPE MANUFACTURER FOR ALL SIZES PROVIDED ON THE JOB. THE RETAINER GLAND SHALL BE MEGA-LUG AS MANUFACTURED EBAA IRON, INC., OR APPROVED EQUAL.
7. ALL WATER MAINS, UNLESS OTHERWISE NOTED, SHALL BE INSTALLED WITH A MINIMUM FIVE FEET OF COVER. WHEN CROSSING ABOVE OR BELOW WATER PIPELINES, A MINIMUM VERTICAL SEPARATION OF SIX INCHES SHALL BE PROVIDED. WHEN CROSSING SANITARY SEWERS, A MINIMUM OF 18" SHALL BE PROVIDED.

SITE UTILITY NOTES (CONTINUED)

8. THE INSTALLED WATER MAIN SHALL BE PRESSURE TESTED, FLUSHED AND DISINFECTED BY CONTRACTOR IN ACCORDANCE WITH AWWA C-600 AND AWWA C-651 OR PER CITY/TOWN WATER DEPARTMENT STANDARDS.
9. DUCTILE IRON PIPES SHALL BE INSTALLED IN ACCORDANCE WITH AWWA C-600.
10. ALL MECHANICAL JOINTS ARE TO BE RESTRAINED. FITTINGS SHALL BE RESTRAINED BY MECHANICAL JOINT RESTRAINTS. THE PIPE CONNECTED TO THE FITTING SHALL BE RESTRAINED PER THE MANUFACTURER'S SCHEDULE.
11. THE CONTRACTOR SHALL MARK THE LOCATION OF THE PROPOSED WATER MAIN AT LEAST 48 HOURS PRIOR TO EXCAVATING. EXCAVATION SHALL NOT PROCEED WITHOUT AUTHORIZATION BY THE ENGINEER.
12. ALL WATER MAINS, HYDRANT BRANCHES, AND SERVICES SHALL HAVE UTILITY WARNING TAPE. THE TAPE SHALL BE BURIED APPROXIMATELY 2 FEET BELOW FINISHED GRADE.
13. BACKFILL SHALL BE COMPACTED TO 95 PERCENT OF THE STANDARD PROCTOR DENSITY AS DETERMINED BY ASTM D698. COMPACTION EQUIPMENT USED MUST BE SPECIFICALLY DESIGNED FOR COMPACTION. TAMPING WITH THE BACK OF THE BACK HOE BUCKET IS UNACCEPTABLE COMPACTION.
14. ALL WATER SERVICES SHALL BE 1" DIA. COPPER TUBING TYPE K, SOFT TEMPER CONFORMING TO ASTM B88 UNLESS OTHERWISE NOTED.
15. DEPRESS WATER MAIN UNDER EXISTING SERVICES AND HYDRANT BRANCHES TO MAINTAIN 5'-0" OF COVER.
16. ALL WATER MAINS SHALL BE LAID PER THE PLANS TO MAINTAIN THE MAXIMUM SEPARATION FROM EXISTING OR PROPOSED SANITARY SEWER. DISTANCE SHALL BE MEASURED EDGE TO EDGE.
17. IDENTIFY EACH PIPE LENGTH & FITTING CLEARLY WITH MANUFACTURE'S NAME & TRADEMARK. NOMINAL PIPE SIZE & MATERIAL DESIGNATION.
18. ALL WATER MAINS & SERVICE PIPES SHALL BE LAID IN A TRENCH SEPARATE FROM ANY OTHER UTILITY (GAS, ELECTRIC, TELEPHONE, ETC.) SHALL BE A MINIMUM NO LESS THAN FIVE (5) FEET FROM ANOTHER UTILITY.
19. ALL MATERIAL SHALL BE IN ACCORDANCE WITH CITY/TOWN WATER DEPARTMENT "RULES & REGULATIONS". ALL WORK TO BE PERFORMED IN ACCORDANCE WITH CITY/TOWN WATER DEPARTMENT "SPECIFICATIONS". CITY/TOWN WATER DEPARTMENT STANDARDS SHALL TAKE PRECEDENCE OVER ANY REQUIREMENTS LISTED ABOVE.



R LEVESQUE ASSOCIATES INC.

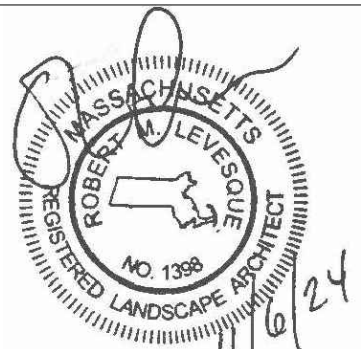
Landscape Architects
Civil Engineers · Land Surveyors
Environmental Consultants

ph: 413.568.0985 fax: 413.568.0986

40 School Street
Westfield, MA 01085
rlaland.com

CONSTRUCTION NOTES

**37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002**



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024	
REVISIONS:	DATE:
DRAFTED BY: C.M.	
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DEMOLITION NOTES

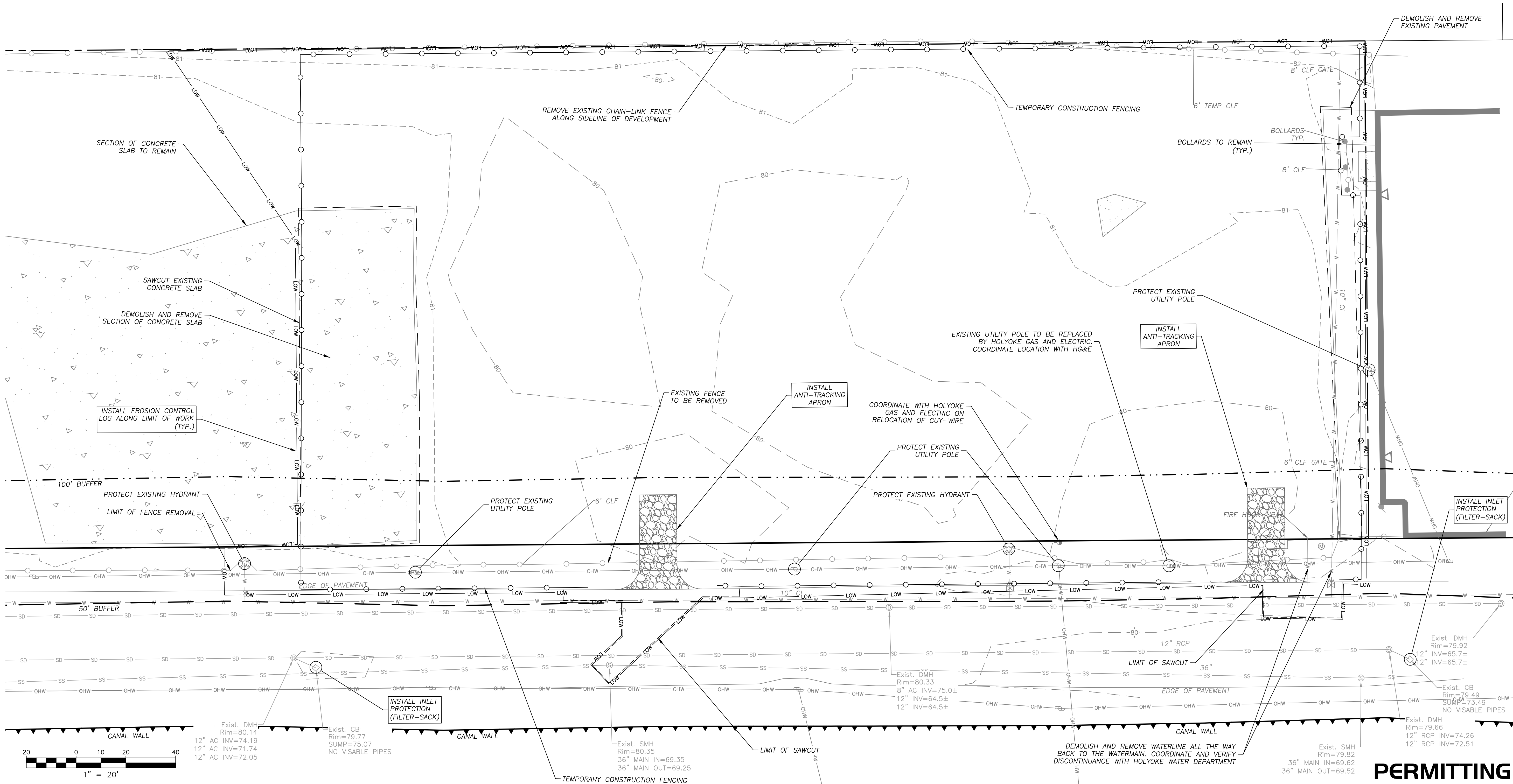
1. THE INFORMATION SHOWN HEREON IS NOT INTENDED TO BE AN EXHAUSTIVE SURVEY OF ALL APPURTENANCES THAT MAY OR MAY NOT BE IN PLACE TO SERVE THE EXISTING ON-SITE STRUCTURES AND USE. SEPTIC SYSTEM COMPONENTS, UNDERGROUND TANKS, AND OTHER SUB-SURFACE STRUCTURES MAY BE IN PLACE AND MAY REQUIRE ATTENTION BEFORE CONSTRUCTION MAY PROCEED.
2. CONTRACTOR SHALL CONDUCT A PRE-DEMOLITION SURVEY TO IDENTIFY ANY AND ALL UTILITIES AND UTILITY COMPONENTS TO BE DISCONTINUED, REMOVED, OR DEMOLISHED IN PLACE AND THE PRESENCE OR ABSENCE OF ANY HAZARDOUS MATERIALS.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DEMOLITION, REMOVAL OR RELOCATION, INCLUDING BUT NOT LIMITED TO: ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES' SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COSTS SHALL BE INCLUDED IN BASE BID.
4. CONTRACTOR SHALL ERECT AND MAINTAIN SAFETY BARRICADES AND POST PROPER NOTICES PRIOR TO THE COMMENCEMENT OF WORK.
5. CONTRACTOR SHALL PROTECT EXISTING SITE IMPROVEMENTS, APPURTENANCES AND LANDSCAPING TO REMAIN.
6. CONTRACTOR SHALL MAINTAIN EXISTING UTILITIES TO REMAIN IN SERVICE AND PROTECT THEM FROM DAMAGE DURING DEMOLITION OPERATIONS. ANY DAMAGE TO EXISTING UTILITIES TO REMAIN SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE UTILITY OWNER.
7. ALL UTILITY DISCONNECTION SHALL BE PERFORMED TO THE SATISFACTION OF THE RELEVANT UTILITY COMPANY AND COMPLY WITH ANY LOCAL, STATE AND/OR FEDERAL REGULATORY AGENCIES.

DEMOLITION NOTES CONT.

8. CONTRACTOR SHALL PROMPTLY TRANSPORT AND LEGALLY DISPOSE OF DEMOLISHED MATERIALS OFF OWNERS PROPERTY. DO NOT ALLOW DEMOLISHED MATERIAL TO COLLECT ON SITE. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DISPOSAL.
9. THERE SHALL BE NO BURNING OF DEMOLISHED MATERIAL ALLOWED ON SITE.
10. CONTRACTOR SHALL COORDINATE WITH OWNER FOR ANY ITEMS TO BE TURNED OVER TO OWNER.
11. CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST SO THAT DUST DOES NOT CREATE A NUISANCE ON ADJACENT ROADS OR PROPERTIES. SITE CONTRACTOR SHALL BE RESPONSIBLE FOR STREET SWEEPING AND CATCH BASIN CLEANING AFTER EACH PHASE OF CONSTRUCTION AND AS NEED IS DETERMINED BY THE LANDSCAPE ARCHITECT/ENGINEER.
12. NO ACTIVITY SHALL OCCUR OUTSIDE OF LIMIT OF WORK LINE AS SHOWN ON PLAN WITHOUT THE APPROVAL OF THE LANDSCAPE ARCHITECT/ENGINEER AND LANDOWNER.
13. THE CONTRACTOR SHALL NOTIFY DIG SAFE @ 1-888-344-7233 A MINIMUM OF 72 HOURS (M-F) PRIOR TO COMMENCEMENT OF ANY DEMOLITION/CONSTRUCTION ACTIVITY.
14. THE LANDSCAPE ARCHITECT/ENGINEER IS NOT RESPONSIBLE FOR ANY ITEMS THAT MAY BE DISCOVERED ON-SITE DURING DEMOLITION OR CONSTRUCTION THAT WAS NOT PREVIOUSLY INDICATED ON THE SURVEYS OR INFORMATION PROVIDED.
15. PAVEMENT SHALL BE SAWCUT AT THE LIMIT OF WORK. ALL PAVING, FOOTINGS, UTILITIES, CURBING AND OTHER EXISTING IMPROVEMENTS SHALL BE REMOVED OR SUITABLY MILLED TO THE SATISFACTION OF THE OWNER AND GENERAL CONTRACTOR.
16. ALL WASTE MATERIALS GENERATED BY CONSTRUCTION SHALL BE DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REGULATIONS.

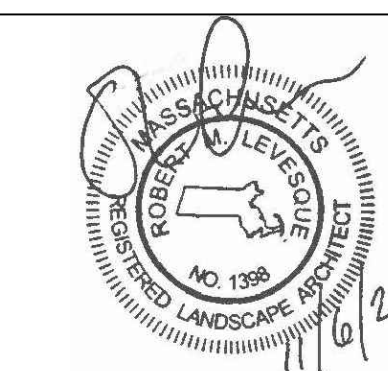
CONSTRUCTION SEQUENCE

1. CONTACT THE CITY OF HOLYOKE DEPARTMENT OF PUBLIC WORKS FOR A TRENCH PERMIT PRIOR TO THE START OF ANY CONSTRUCTION.
2. CONTACT THE CITY OF HOLYOKE AT LEAST FORTY-EIGHT HOURS PRIOR TO COMMENCEMENT OF ANY DEMOLITION, CONSTRUCTION, OR EARTHWORK ACTIVITY ON THIS PROJECT.
3. CONSTRUCT ANTI-TRACKING PAD AT ENTRANCE (AS REQUIRED) AND INSTALL ANY REQUIRED INLET PROTECTION AS DEPICTED ON THE PLAN.
4. INSTALL EROSION CONTROL LOG AS SHOWN ON THE PLANS.
5. UPON COMPLETION OF EROSION CONTROL MEASURES, CLEARING AND GRUBBING AND EARTHWORK MAY COMMENCE.
6. CLEAR AND GRUB SITE. STOCKPILE ANY CHIPPING OR TOPSOIL MATERIAL TO REMAIN ON SITE FOR LONGER THAN 14 DAYS AND INSTALL SILT FENCE AROUND THE PERIMETER OF THE STOCKPILE.
7. COMMENCE EARTHWORK BY EXCAVATING FOR THE CUT/FILL SLOPES AS SHOWN ON THE PLANS. STABILIZE/SEED ANY SLOPES THAT HAVE ACHIEVED FINAL GRADE.
8. INSTALL UTILITIES AS SHOWN ON PLANS INCLUDING WATER SERVICE, SEWER SERVICE, GAS SERVICE, ELECTRICAL SERVICE AND STORMWATER MANAGEMENT SYSTEM.
9. GRADE THE SITE TO ACCEPT PAVEMENT SECTION MATERIALS.
10. INSTALL PAVEMENT AS SPECIFIED ON THE PLANS.
11. UPON INSTALLATION OF PAVEMENT SURFACE, INSTALL INLET PROTECTION AS REQUIRED ON ANY NEW INLET STRUCTURES.
12. FINAL GRADING AND STABILIZATION OF ANY REMAINING EXPOSED AREAS.
13. AT THE DIRECTION OF THE CITY OF HOLYOKE, EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED.



EROSION CONTROL PLAN

37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

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LAYOUT NOTES

1. SITE CONTRACTOR SHALL REFER TO REMAINING PLAN SET FOR INFORMATION REGARDING SITE LAYOUT.
2. IT SHALL BE THE SITE CONTRACTORS RESPONSIBILITY TO CROSS REFERENCE INFORMATION CONTAINED IN OTHER SHEETS WITH SITE INFORMATION SHOWN HEREON.
3. PRIOR TO SUBMITTING THEIR BID FOR CONSTRUCTION, THE SITE CONTRACTOR SHALL COMMUNICATE ANY DISCREPANCIES BETWEEN THE PROPOSED DESIGN AND THE SAID SPECIFICATIONS WITH THE PROJECT PROPONENT AND LANDSCAPE ARCHITECT/ENGINEER. SHOULD THE SITE CONTRACTOR FAIL TO COMMUNICATE ANY DISCREPANCIES, HE/SHE SHALL BE RESPONSIBLE FOR ANY COSTS RESULTING FROM SAID DISCREPANCY.

SIGNAGE AND PAVEMENT MARKING NOTES

1. STRIPE ALL PARKING AREAS AS SHOWN, INCLUDING PARKING SPACES, STOP BARS, CROSSWALKS, AND ACCESSIBLE ROUTE MARKINGS AND SYMBOLS USING WHITE TRAFFIC PAINT. PAINTED ISLANDS, FIRE LANES, AND TRAVEL WAY CENTERLINES SHALL BE PAINTED USING YELLOW TRAFFIC PAINT. ALL TRAFFIC PAINT SHALL CONFORM TO AASHTO M248 TYPE "N".
2. STOP BARS SHALL BE 12" WIDE (WHITE).
3. ALL PARKING STALL LINES SHALL BE 4" WIDE (WHITE).
4. ALL PAVEMENT MARKINGS AND SIGNS SHALL CONFORM TO "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES", "STANDARD ALPHABETS FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS", MASSDOT, STATE BUILDING CODE AND ADA REQUIREMENTS, AND AS SHOWN ON THE PLANS & DETAILS.

ACCESSIBILITY NOTES

1. ALL ACCESSIBLE ROUTES, TRANSITIONS, AND ACCESSIBLE PARKING/LOADING AREAS, INCLUDING ALL ENTRANCES TO BUILDING, SHALL ADHERE TO 521 CMR.
2. SHOULD THE ARCHITECT PROVIDE ADDITIONAL ENTRANCES OR MEANS OF EGRESS, ADDITIONAL ACCESSIBLE ROUTES MAY BE REQUIRED.
3. IT IS THE RESPONSIBILITY OF THE ARCHITECT AND CONTRACTOR TO NOTIFY THE ENGINEER AND LANDSCAPE ARCHITECT OF ANY CHANGES TO THE PROPOSED BUILDING THAT WOULD AFFECT THE ACCESSIBILITY REQUIREMENTS OF THE PROPOSED SITE.
4. THE CONTRACTOR SHALL REVIEW IN DETAIL THE REQUIREMENTS OF 521 CMR AND SHALL BE RESPONSIBLE FOR CONFORMANCE WITH SAID REGULATIONS.

BUILDING AREA

USE	AREA
OFFICE/ PARTS STORAGE	5,720 SF
VEHICLE SERVICE/REPAIR	19,840 SF
RETAIL	1,150 SF
TOTAL	26,710 SF

ZONING REVIEW - General Industry (IG)

TYPE (MINIMUM)	REQUIRED	PROPOSED
AREA	10,000 FT ²	4.33 ACRES
FRONTAGE	100 FT	1143.86 (TOTAL) FT
DEPTH	100 FT	200 FT
FRONT YARD	N.R.	5.0 FT
SIDE YARD	N.R.	79.4 FT
REAR YARD	N.R.	5.0 FT
HEIGHT (MAX)	60 FT (4 STORIES)	33.75 FT ±
BUILDING COVERAGE (MAX)	N.R.	12.6 %
PARKING	59	59

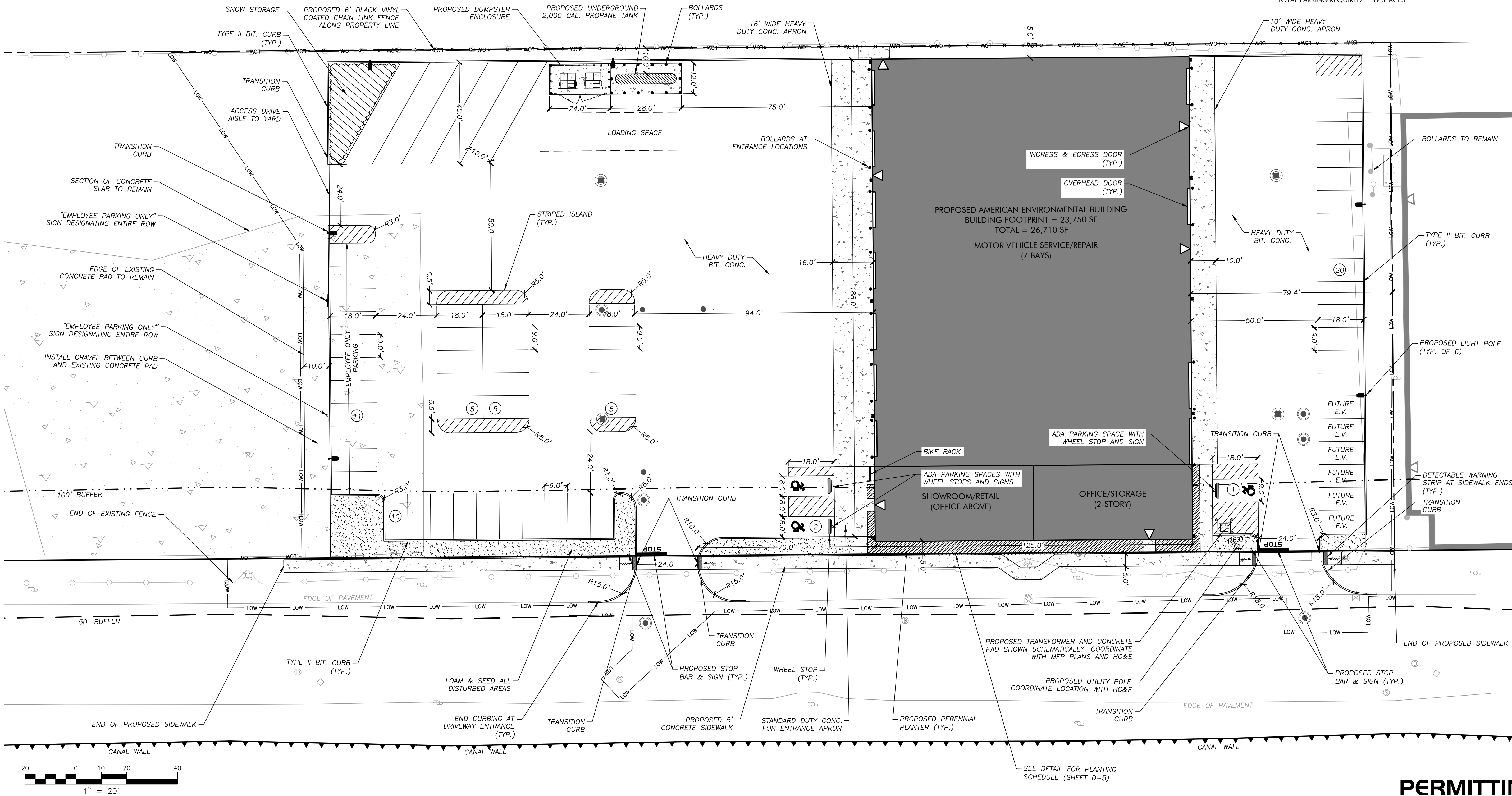
* PARKING REQUIREMENT

OFFICE:
1 SPACE PER 300 SF GROSS FLOOR SPACE
1,150 SF x 1/300 = 4 SPACES

RETAIL:
1 SPACE PER 300 SF GROSS FLOOR SPACE
5,720 SF x 1/300 = 20 SPACES

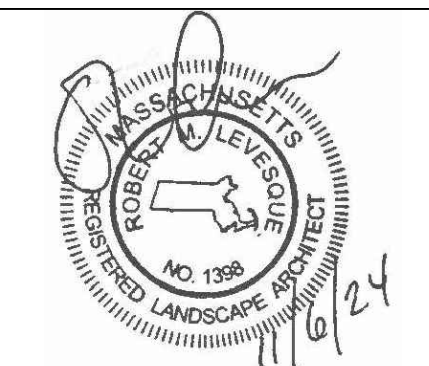
MOTOR VEHICLE REPAIR/SERVICE:
4 SPACES PER SERVICE BAY + 2 SPACES PER EACH 3 EMPLOYEES
7 BAYS x 4 = 28 SPACES
10 EMPLOYEES x 2/3 = 7 SPACES

TOTAL PARKING REQUIRED = 59 SPACES



IMPROVEMENTS PLAN
LAYOUT AND MATERIALS

37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

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SHORT-TERM EROSION CONTROL MAINTENANCE

1. THE CONTRACTOR OR SUBCONTRACTOR WILL BE RESPONSIBLE FOR IMPLEMENTING EACH CONTROL SHOWN ON THE SEDIMENTATION AND EROSION CONTROL PLAN.
2. ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE PROPERLY MAINTAINED DURING ALL PHASES OF CONSTRUCTION UNTIL THE COMPLETION OF ALL CONSTRUCTION ACTIVITIES AND ALL DISTURBED AREAS HAVE BEEN STABILIZED. ADDITIONAL CONTROL MEASURES WILL BE INSTALLED DURING CONSTRUCTION IN ORDER TO CONTROL EROSION AND/OR OFF-SITE SEDIMENTATION IF DEEMED NECESSARY BY ON-SITE INSPECTION.
3. EFFECTIVE EROSION CONTROL MEASURES SHALL BE INITIATED PRIOR TO THE COMMENCEMENT OF CLEARING, GRADING, EXCAVATION, OR OTHER OPERATIONS THAT WILL DISTURB THE NATURAL PROTECTION.
4. ALL SEDIMENT AND EROSION CONTROL DEVICES SHALL BE INSPECTED AT LEAST ONCE EVERY SEVEN (7) CALENDAR DAYS AND AFTER ANY STORM EVENT GREATER THAN 0.5 INCHES OF PRECIPITATION DURING ANY 24-HOUR PERIOD, AND THE INSPECTION SHALL BE DOCUMENTED IN WRITING. DAMAGED OR INEFFECTIVE DEVICES SHALL BE REPAIRED OR REPLACED, AS NECESSARY.
5. THE CONTRACTOR SHALL TAKE ALL REASONABLE PRECAUTIONS TO AVOID EXCESS EROSION OF THE SITE DUE TO THE CONSTRUCTION OF THIS PROJECT.
6. SILT SHALL BE REMOVED FROM BEHIND BARRIERS IF GREATER THAN 6-INCHES DEEP OR AS NEEDED. SEDIMENT THAT IS COLLECTED IN STRUCTURES SHALL BE DISPOSED OF PROPERLY AND COVERED IF STORED ON-SITE.
7. DAMAGED OR DETERIORATED ITEMS WILL BE REPAIRED IMMEDIATELY AFTER IDENTIFICATION.
8. ALL DITCHES SHALL BE STABILIZED AS SOON AS IS PRACTICABLE TO MINIMIZE EROSION.
9. THE CONTRACTOR SHALL MAINTAIN ALL EROSION CONTROL DEVICES IN A GOOD, WORKING STATE OF REPAIR UNTIL THEIR USE IS NO LONGER WARRANTED. AT THAT TIME, THE EROSION CONTROL DEVICES SHALL BE REMOVED AND DISPOSED OF SO AS TO CAUSE NO OFF-SITE SILTATION.

SHORT-TERM EROSION CONTROL MAINTENANCE CONT.

10. INSPECT AND MAINTAIN CONSTRUCTION ENTRANCE STONE SUCH THAT SEDIMENT DOES NOT TRACK ONTO THE STREET. ANY SEDIMENT TRACKED ONTO THE STREET SHALL BE CLEANED DAILY.
11. AFTER CATCH BASINS HAVE BEEN CONSTRUCTED AND THE SITE HAS BEEN PAVED, THE CONTRACTOR SHALL PROTECT THE INLETS BY CONSTRUCTING INLET PROTECTION AS SHOWN ON THE PLANS. INLET PROTECTION TO REMAIN IN PLACE AND MAINTAINED UNTIL DISTURBED AREAS HAVE BEEN STABILIZED, LOAMED AND SEEDED.
12. EROSION CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL ALL DISTURBED EARTH HAS BEEN SUBSTANTIALLY STABILIZED. AFTER REMOVAL OF MEASURES, DISTURBED AREAS SHALL BE REGRADED AND STABILIZED AS NECESSARY.
13. THIS PLAN IS PROVIDED AS A BASIS FOR THE INITIAL SEDIMENTATION AND EROSION CONTROL MEASURES. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO UPDATE AND EXPAND THIS PLAN AS SITE CONDITIONS DICTATE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PREVENT THE OCCURRENCE OF SILTATION TO WETLAND RESOURCE AREAS AND THE MOVEMENT OF SEDIMENT BEYOND THE SITE BOUNDARIES.

GRADING & DRAINAGE NOTES

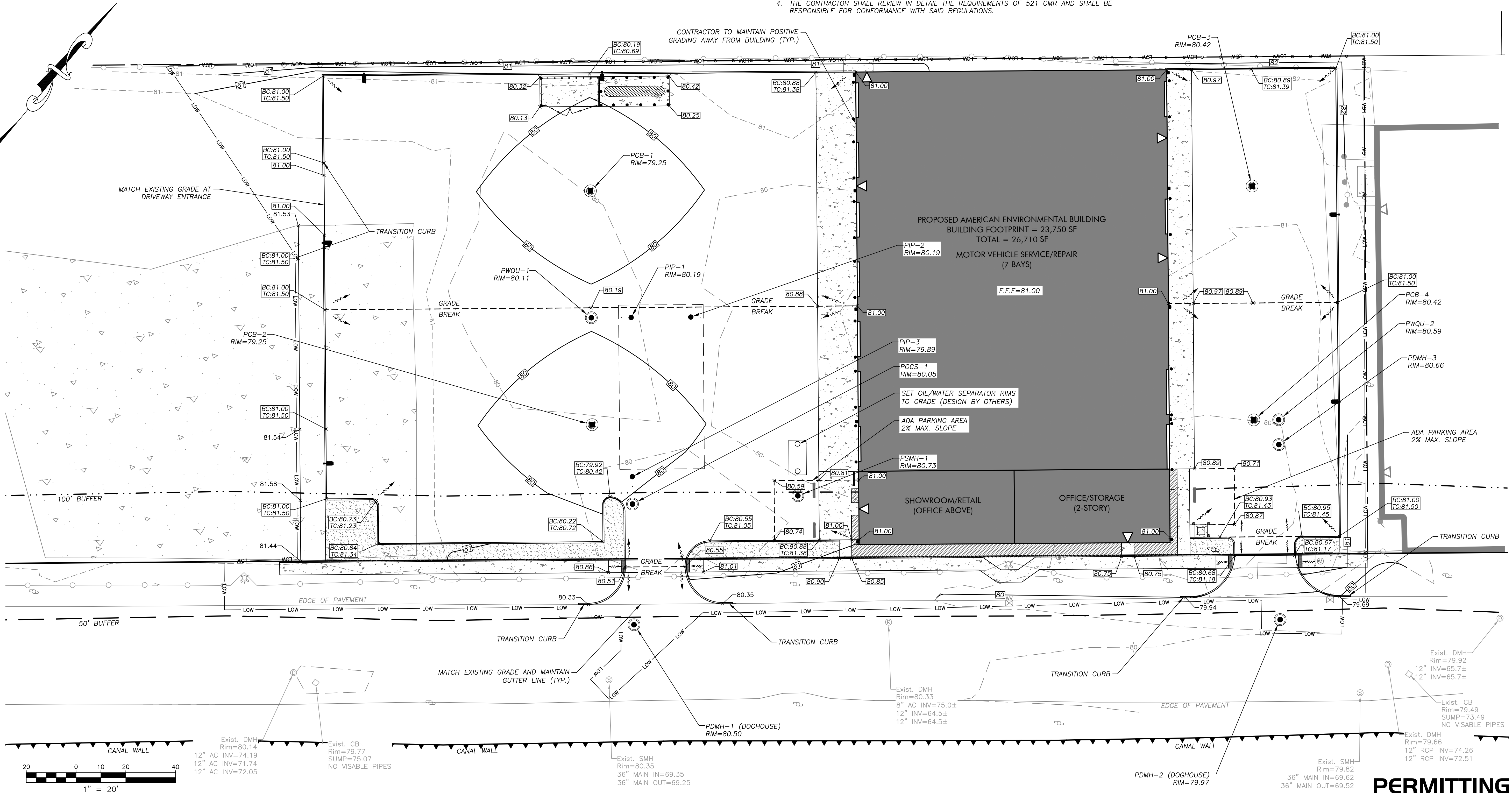
1. SITE CONTRACTOR SHALL REFER TO REMAINING PLAN SET FOR INFORMATION REGARDING GRADING AND DRAINAGE.
2. PRIOR TO SUBMITTING A BID FOR CONSTRUCTION, THE SITE CONTRACTOR SHALL COMMUNICATE ANY DISCREPANCIES BETWEEN THE PROPOSED DESIGN AND THE SPECIFICATIONS WITH THE PROJECT PROPONENT AND LANDSCAPE ARCHITECT/ENGINEER. SHOULD THE SITE CONTRACTOR FAIL TO COMMUNICATE ANY DISCREPANCIES, HE/SHE SHALL BE RESPONSIBLE FOR ANY COSTS RESULTING FROM SAID DISCREPANCY.
3. CONTRACTOR SHALL NOTIFY DESIGNER/ENGINEER OF ANY UNEXPECTED CONDITIONS THAT ARE ENCOUNTERED DURING CONSTRUCTION.
4. ONCE DRAINAGE SYSTEM IS INSTALLED AND FUNCTIONING, THE OWNER/SITE CONTRACTOR SHALL COORDINATE WITH R LEVESQUE ASSOCIATES, INC. (RLA) TO CONDUCT A POST-CONSTRUCTION ANALYSIS OF THE DRAINAGE SYSTEM DURING ACTUAL STORM EVENTS TO DETERMINE THE FUNCTIONALITY OF THE INSTALLED DRAINAGE SYSTEM DURING SAID EVENTS. SHOULD THE DRAINAGE SYSTEM NOT FUNCTION AS DESIGNED UNDER REAL WORLD CONDITIONS, RLA WILL RECOMMEND ADJUSTMENTS TO THE DRAINAGE SYSTEM TO BE IMPLEMENTED BY THE OWNER/SITE CONTRACTOR.
5. ALL UTILITY CONSTRUCTION SHALL CONFORM TO THEIR RESPECTIVE CITY DEPARTMENT SPECIFICATIONS.

ACCESSIBILITY NOTES

1. ALL ACCESSIBLE ROUTES, TRANSITIONS, AND ACCESSIBLE PARKING AREAS, INCLUDING ALL ENTRANCES TO BUILDING, SHALL ADHERE TO 521 CMR.
2. SHOULD THE ARCHITECT PROVIDE ADDITIONAL ENTRANCES OR MEANS OF EGRESS, ADDITIONAL ACCESSIBLE ROUTES MAY BE REQUIRED.
3. IT IS THE RESPONSIBILITY OF THE ARCHITECT AND CONTRACTOR TO NOTIFY THE ENGINEER AND LANDSCAPE ARCHITECT OF ANY CHANGES TO THE PROPOSED BUILDING THAT WOULD AFFECT THE ACCESSIBILITY REQUIREMENTS OF THE PROPOSED SITE.
4. THE CONTRACTOR SHALL REVIEW IN DETAIL THE REQUIREMENTS OF 521 CMR AND SHALL BE RESPONSIBLE FOR CONFORMANCE WITH SAID REGULATIONS.

CONSTRUCTION NOTES

1. UNDERGROUND UTILITIES SHOWN HEREON ARE BASED UPON SURFACE FEATURES AS LOCATED BY SURVEY AND AVAILABLE RECORD DATA AND ARE APPROXIMATE. ACTUAL FIELD LOCATIONS SHOULD BE VERIFIED WITH THE APPROPRIATE UTILITY COMPANY AND/OR MUNICIPAL DEPARTMENT PRIOR TO CONSTRUCTION.
2. CONTRACTOR TO NOTIFY DIG SAFE A MINIMUM OF 72 HOURS PRIOR TO START OF CONSTRUCTION ACCORDING TO MA GENERAL LAWS.
3. APPROVED PLANS TO BE ON SITE AT ALL TIMES.
4. CHANGES TO THIS PLAN MAY OCCUR AS UNFORESEEN CONDITIONS ARISE. ALL CHANGES TO BE APPROVED BY DESIGN ENGINEER, FIELD INSPECTOR AND CITY ENGINEER.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE AND SAFETY OF TRAFFIC ON THE PUBLIC AND PRIVATE WAYS AFFECTED BY THE CONSTRUCTION OF THIS PROJECT.
6. CONTRACTOR SHALL PROTECT ALL SLOPES, VEGETATION, PAVING, WALKS, AND IMPROVEMENTS OUTSIDE THE AREAS TO BE AFFECTED BY THE CONSTRUCTION OF THIS PROJECT.
7. TREES, BRUSH AND STUMPS REMOVED BY CLEARING AND GRUBBING OPERATIONS SHALL BE TRANSPORTED OFF THE PROJECT SITE TO AN APPROVED DISPOSAL LOCATION.
8. ALL PAVEMENT MARKINGS CHANGED, ALTERED OR REMOVED SHALL BE REAPPLIED.
9. ALL CONSTRUCTION METHODS TO CONFORM TO HOLYOKE PLANNING BOARD REGULATIONS AND DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS.
10. HOLYOKE DEPARTMENT OF PUBLIC WORKS APPROVAL IS NOT TO BE CONSTRUED AS AN ALL INCLUSIVE APPROVAL AS OTHER APPROVALS MAY BE NECESSARY, I.E. TOWN ENGINEER, CONSERVATION, FIRE DEPARTMENT, WATER DEPARTMENT, ETC.
11. EROSION CONTROL MEASURES TO BE IN PLACE PRIOR TO START OF CONSTRUCTION.
12. THE WASHOUT OF CONCRETE TRUCKS IS PROHIBITED ON SITE.



IMPROVEMENTS PLAN
GRADING

37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002



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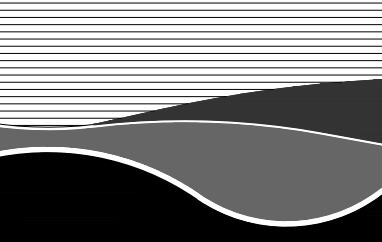
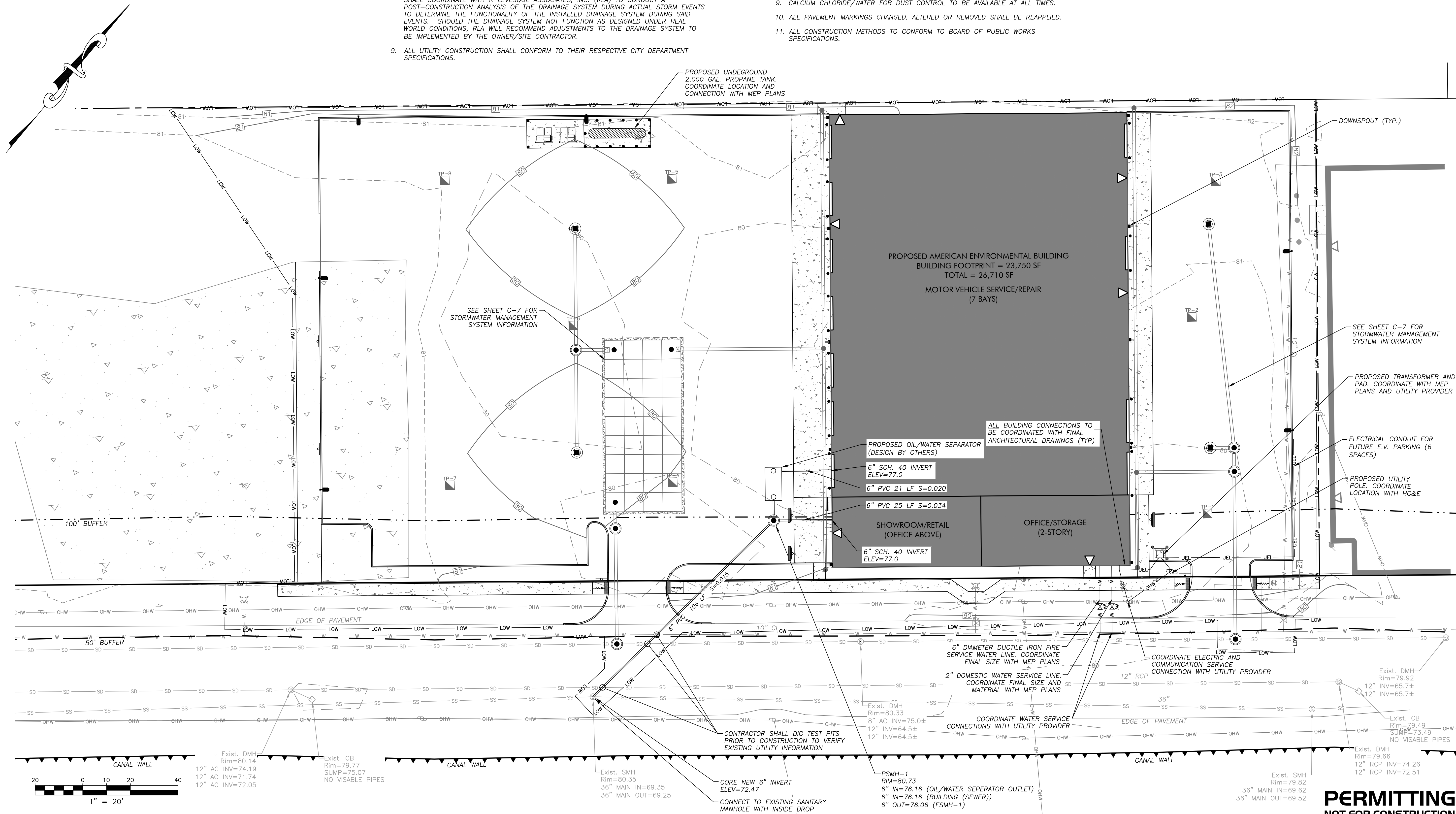
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1. SITE CONTRACTOR SHALL REFER TO REMAINING PLAN SET FOR INFORMATION REGARDING GRADING AND DRAINAGE.
2. IT SHALL BE THE SITE CONTRACTORS RESPONSIBILITY TO CROSS REFERENCE INFORMATION CONTAINED IN OTHER SHEETS WITH GRADING AND DRAINAGE INFORMATION SHOWN HEREON.
3. PRIOR TO SUBMITTING A BID FOR CONSTRUCTION, THE SITE CONTRACTOR SHALL COMMUNICATE ANY DISCREPANCIES BETWEEN THE PROPOSED DESIGN AND THE SPECIFICATIONS WITH THE PROJECT PROPONENT AND LANDSCAPE ARCHITECT/ENGINEER. SHOULD THE SITE CONTRACTOR FAIL TO COMMUNICATE ANY DISCREPANCIES, HE/SHE SHALL BE RESPONSIBLE FOR ANY COSTS RESULTING FROM SAID DISCREPANCY.
4. CONTRACTOR SHALL NOTIFY DESIGNER/ENGINEER OF ANY UNEXPECTED CONDITIONS THAT ARE ENCOUNTERED DURING CONSTRUCTION.
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6. ALL UTILITY CONSTRUCTION SHALL CONFORM TO THEIR RESPECTIVE HOLYOKE DEPARTMENT SPECIFICATIONS.

1. SITE CONTRACTOR SHALL REFER TO REMAINING PLAN SET FOR INFORMATION REGARDING GRADING AND DRAINAGE.
2. IT SHALL BE THE SITE CONTRACTORS RESPONSIBILITY TO CROSS REFERENCE INFORMATION CONTAINED IN OTHER SHEETS WITH GRADING AND DRAINAGE INFORMATION SHOWN HEREON.
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4. CONTRACTOR TO VERIFY ALL UTILITY CONNECTIONS AND INVERTS FROM EXISTING/PROPOSED BUILDING TO SERVICES IN THE STREET. IF ANY DISCREPANCIES EXISTS BETWEEN PLAN AND INFORMATION FOUND IN THE FIELD, CONTACT ENGINEER AND LANDSCAPE ARCHITECT IMMEDIATELY.
5. SEE ARCHITECTURAL PLANS FOR BUILDING CONNECTIONS OF ALL UTILITIES.
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2. ALL LAYOUT WORK REQUIRED SHALL BE PERFORMED BY A LICENSED SURVEYOR OR ENGINEER EMPLOYED BY THE CONTRACTOR.
3. CONTRACTOR TO NOTIFY DIG SAFE A MINIMUM OF 72 HOURS PRIOR TO START OF CONSTRUCTION ACCORDING TO MA GENERAL LAWS.
4. APPROVED PLANS TO BE ON SITE AT ALL TIMES.
5. CHANGES TO THIS PLAN MAY OCCUR AS UNFORESEEN CONDITIONS ARISE. ALL CHANGES TO BE APPROVED BY DESIGN ENGINEER, FIELD INSPECTOR AND CITY ENGINEER.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE AND SAFETY OF TRAFFIC ON THE PUBLIC AND PRIVATE WAYS AFFECTED BY THE CONSTRUCTION OF THIS PROJECT.
7. CONTRACTOR SHALL PROTECT ALL SLOPES, VEGETATION, PAVING, WALKS, AND IMPROVEMENTS OUTSIDE THE AREAS TO BE AFFECTED BY THE CONSTRUCTION OF THIS PROJECT.
8. TREES, BRUSH AND STUMPS REMOVED BY CLEARING AND GRUBBING OPERATIONS SHALL BE TRANSPORTED OFF THE PROJECT SITE TO AN APPROVED DISPOSAL LOCATION.
9. CALCIUM CHLORIDE/WATER FOR DUST CONTROL TO BE AVAILABLE AT ALL TIMES.
10. ALL PAVEMENT MARKINGS CHANGED, ALTERED OR REMOVED SHALL BE REAPPLIED.
11. ALL CONSTRUCTION METHODS TO CONFORM TO BOARD OF PUBLIC WORKS SPECIFICATIONS.

12. HOLYOKE DEPARTMENT OF PUBLIC WORKS APPROVAL IS NOT TO BE CONSTRUED AS AN ALL INCLUSIVE APPROVAL AS OTHER APPROVALS MAY BE NECESSARY, I.E. TOWN ENGINEER, CONSERVATION, FIRE DEPARTMENT, WATER DEPARTMENT, ETC.
13. ALL CATCH BASINS TO HAVE 48" SEALED SUMPS AND HOODS.
14. EROSION CONTROL MEASURES TO BE IN PLACE PRIOR TO START OF CONSTRUCTION.
15. SITE CONTRACTOR TO VERIFY ALL UTILITY CROSSINGS MEET REQUIRED SETBACK DISTANCES.



RLA

**R LEVESQUE
ASSOCIATES INC**

Landscape Architects
Civil Engineers • Land Surveyors
Environmental Consultants

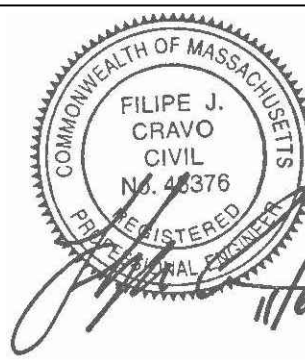
ph: 413.568.0985 fax: 413.568.0986

40 School Street
Westfield, MA 01085

rlaland.com

UTILITY PLAN

37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

REVISIONS:	DATE:
------------	-------

DRAFTED BY: C.M.

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OF MASSACHUSETTS STATE LAW

SCALE: As Noted

RLA PROJ. NUMBER: 240706

DRAWING#	B
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C-6

PERMITTING
NOT FOR CONSTRUCTION

GRADING & DRAINAGE NOTES

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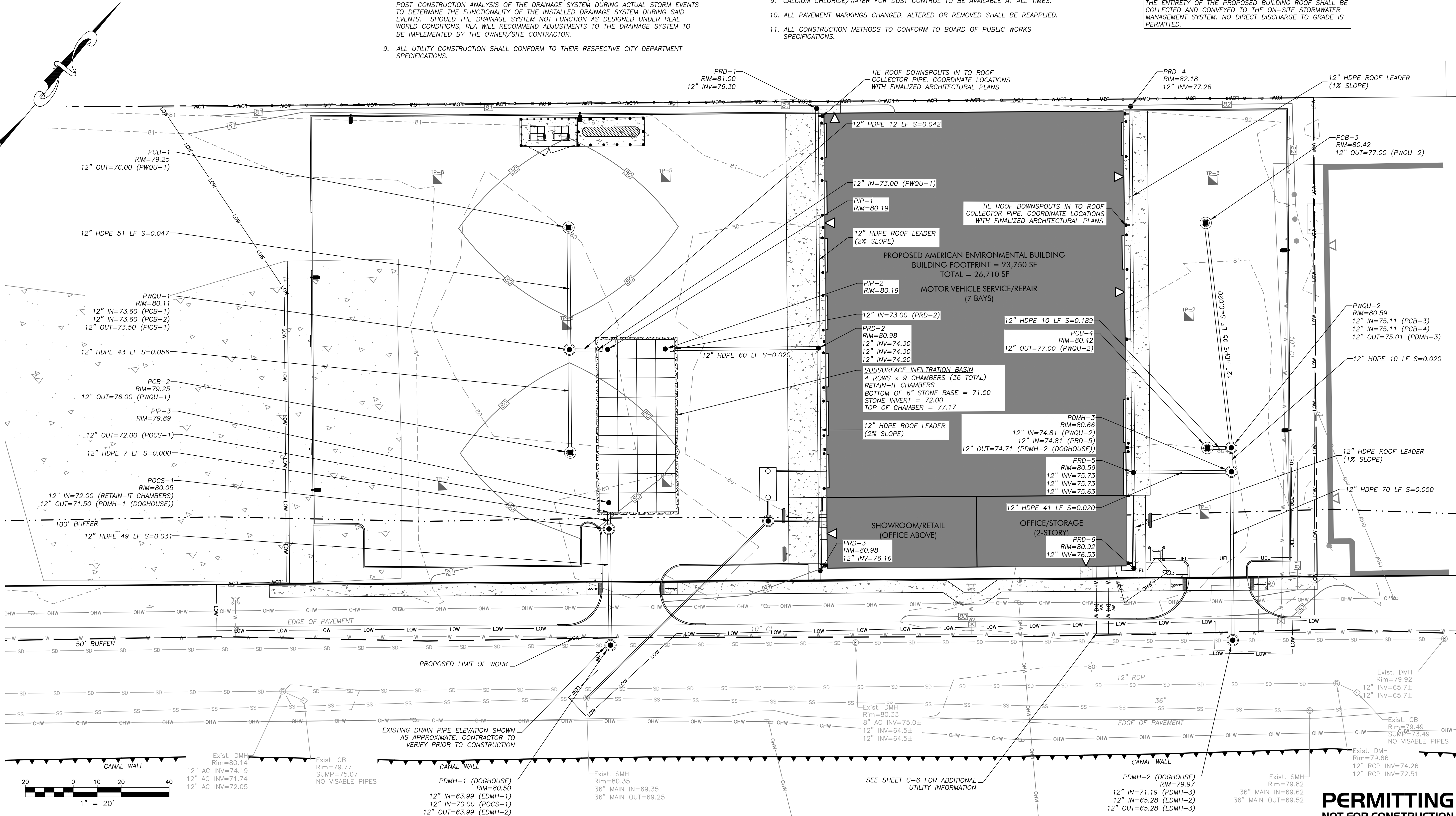
SUBSURFACE INFILTRATION BASIN CONSTRUCTION NOTE

AT A MINIMUM, ENGINEER SHALL INSPECT THE CONSTRUCTION OF THE SUBSURFACE BASIN AT THE FOLLOWING MILESTONES:

1. EXCAVATION OF THE INFILTRATION AREA
2. INSTALLATION OF THE STONE & CHAMBERS PRIOR TO BACKFILL
3. BACKFILL OF INFILTRATION SYSTEM PRIOR TO COVERING WITH FILL

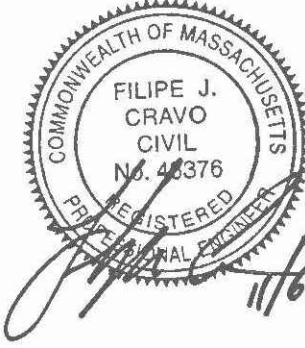
ROOF DRAIN NOTE

THE ENTIRETY OF THE PROPOSED BUILDING ROOF SHALL BE COLLECTED AND CONVEYED TO THE ON-SITE STORMWATER MANAGEMENT SYSTEM. NO DIRECT DISCHARGE TO GRADE IS PERMITTED.



STORMWATER MANAGEMENT PLAN

37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

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REVISIONS: DATE:

DRAFTED BY: C.M.

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SCALE: As Noted

RLA PROJ. NUMBER: 240706

DRAWING# REV.

C-7

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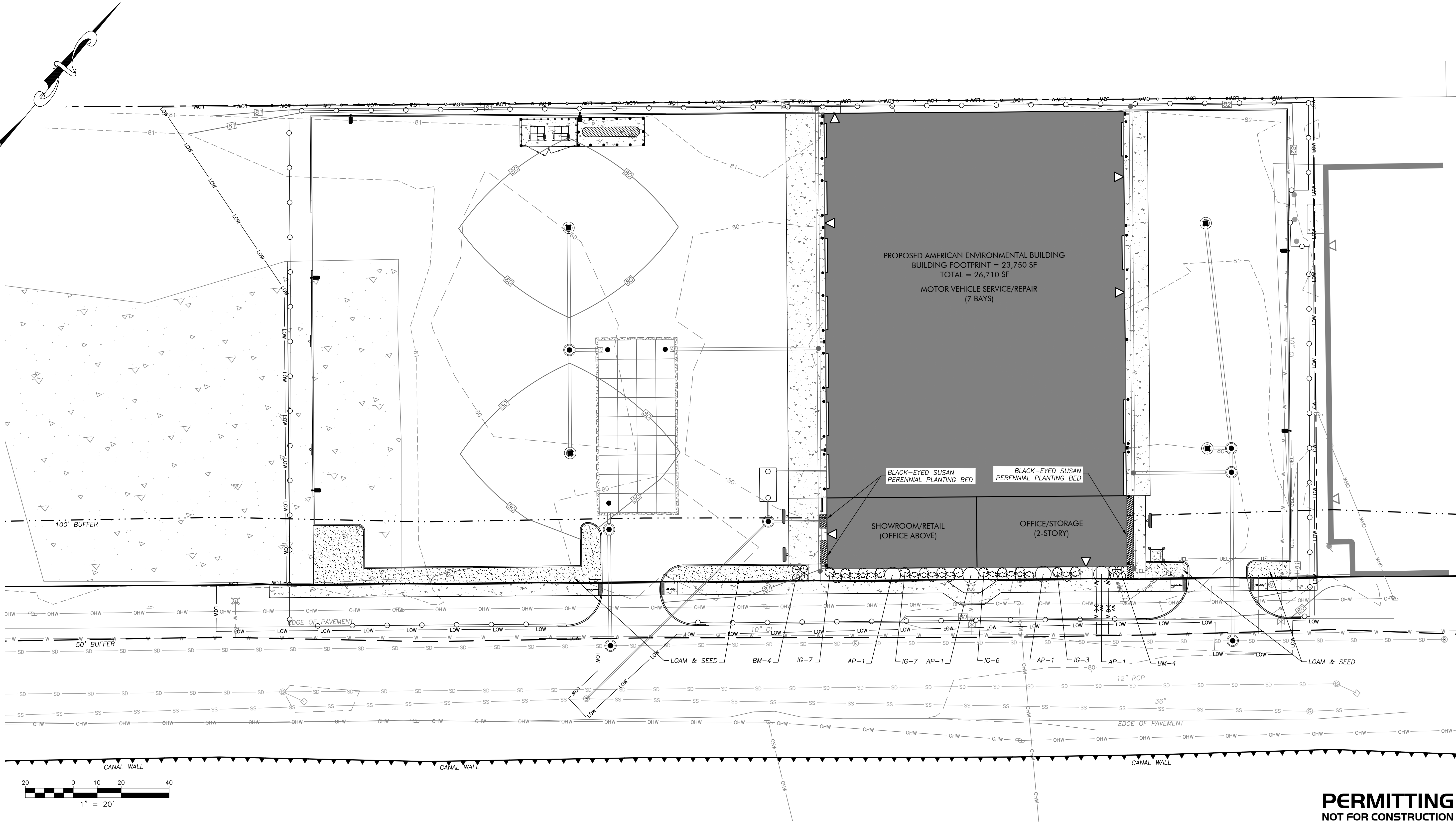
S:\Projects\2024\240706 - Berneche - Appleton St. - Amer. Environmental, Holyoke\05 Civil\3D\240706 - SITE.dwg

LANDSCAPE NOTES

1. SITE CONTRACTOR SHALL REFER TO SHEET C-1, C-2, DETAIL SHEETS AND REMAINING PLAN SET FOR INFORMATION REGARDING LANDSCAPING.
2. IT SHALL BE THE SITE CONTRACTOR'S RESPONSIBILITY TO CROSS-REFERENCE INFORMATION CONTAINED IN OTHER SHEETS WITH THE LANDSCAPE INFORMATION SHOWN HEREON.
3. ALL SITE PLANTINGS ARE TO MEET OR EXCEED THE MINIMUM SPECIFICATIONS DETAILED IN THE AFOREMENTIONED NOTES. IT IS THE CONTRACTOR'S RESPONSIBILITY TO REVIEW THE SPECIFICATIONS FOR EACH INDIVIDUAL PLANTING AND SOURCE IT APPROPRIATELY.
4. PRIOR TO SUBMITTING THEIR BID FOR CONSTRUCTION, THE SITE CONTRACTOR SHALL COMMUNICATE ANY DISCREPANCIES BETWEEN THE PROPOSED DESIGN AND SAID SPECIFICATIONS WITH THE PROJECT PROPONENT, LANDSCAPE ARCHITECT/ENGINEER. SHOULD THE SITE CONTRACTOR FAIL TO COMMUNICATE ANY DISCREPANCIES, HE/SHE SHALL BE RESPONSIBLE FOR ANY COSTS RESULTING FROM SAID DISCREPANCY.
5. LANDSCAPE CONTRACTOR SHALL HAVE EXCAVATING CONTRACTOR, "DIGSAFE", AND ANY APPLICABLE NON-[DIGSAFE] MEMBER UTILITIES MARK ALL UNDERGROUND UTILITIES AND PRIOR TO ANY PLANTING, LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT AND PROJECT PROPONENT IF ANY CONFLICTS ARISE AND STOP ALL WORK UNTIL CONFLICT IS RESOLVED.

PLANT LIST

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE/SPACING
AP	4	ACER PALMATUM	JAPANESE MAPLE	2'-2.5" CAL.
BM	8	BUXUS MICROPHYLLA 'COMPACTA'	COMPACT BOXWOOD	1'-2' HT. (> 5 GAL. CONTAINER)
IG	23	ILEX GLABRA	INKBERRY	2'-3' HT. (> 5 GAL. CONTAINER)
	-	LAWN AREA (MIN. 4" LOAM & SEED)		RATE PER SUPPLIER REC.
	-	RUDBECKIA HIRTA PERENNIAL BED		BLACK-EYED SUSAN PLANTING BED MAX. 3' O.C.



RLA
R LEVESQUE ASSOCIATES INC.
Landscape Architects
Civil Engineers - Land Surveyors
Environmental Consultants
ph: 413.568.0985 fax: 413.568.0986
40 School Street
Westfield, MA 01085
rlaland.com

LANDSCAPE PLAN
37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002

MASSACHUSETTS
REGISTERED LANDSCAPE ARCHITECT
NO. 1398
ROBERT L. BERNECHE

PREPARED FOR:
L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024
REVISIONS:
DATE:

DRAFTED BY: C.M.

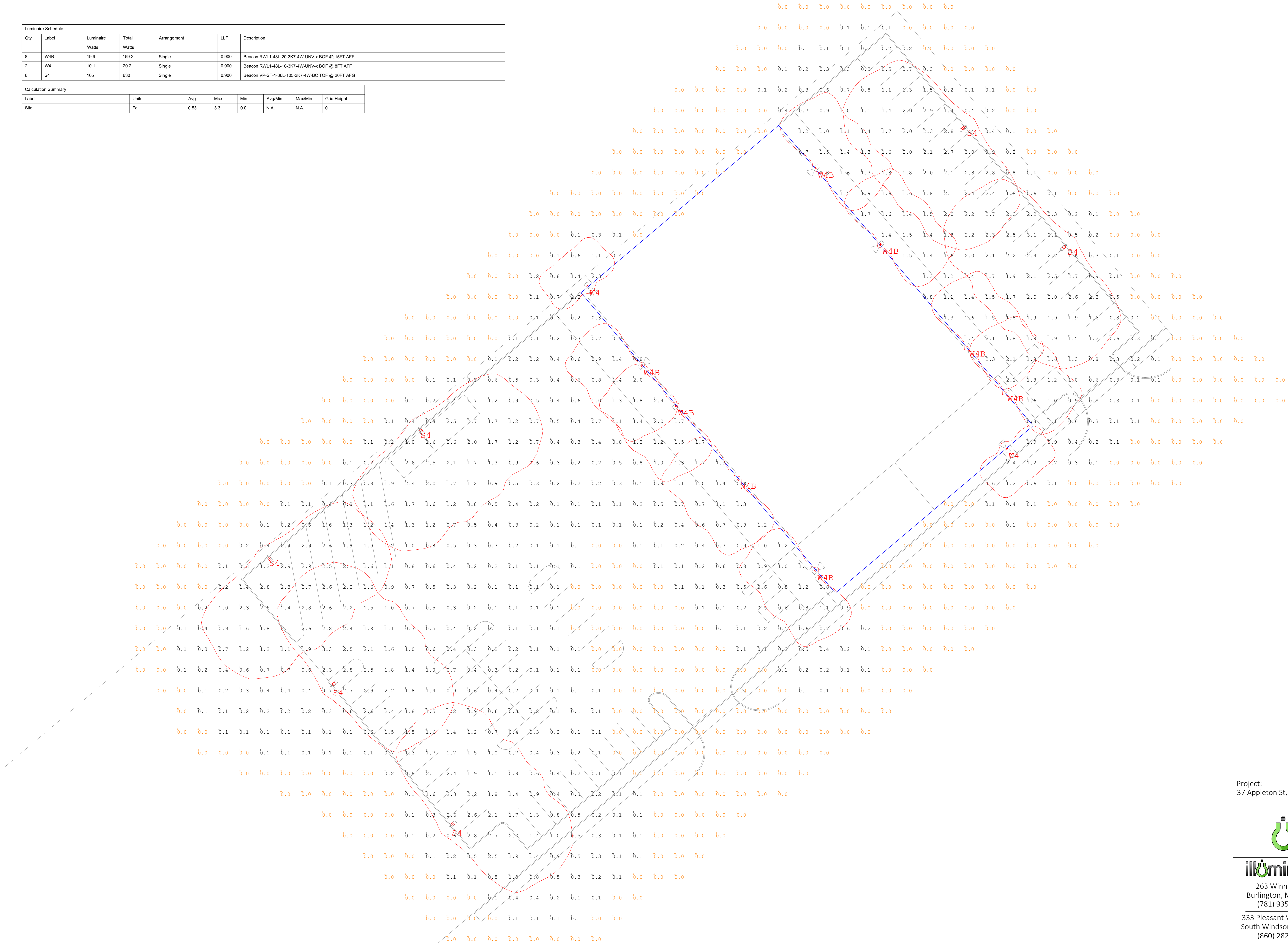
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DRAWING# **REV.**
C-8 **-**

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NOT FOR CONSTRUCTION

Luminaire Schedule						
Qty	Label	Luminaire Watts	Total Watts	Arrangement	LLF	Description
8	W4B	19.9	159.2	Single	0.900	Beacon RWL1-48L-20-3K7-4W-UNV-x BOF @ 15FT AFF
2	W4	10.1	20.2	Single	0.900	Beacon RWL1-48L-10-3K7-4W-UNV-x BOF @ 8FT AFF
6	S4	105	630	Single	0.900	Beacon VP-ST-1-36L-105-3K7-4W-BC TOF @ 20FT AFG

Calculation Summary							
Label	Units	Avg	Max	Min	Avg/Min	Max/Min	Grid Height
Site	Fc	0.53	3.3	0.0	N.A.	N.A.	0



Project:
37 Appleton St, Holyoke



263 Winn Street
Burlington, MA 01803
(781) 935-8500

333 Pleasant Valley Road
South Windsor, CT 06074
(860) 282-0597

Detail: Photometric Calculation

Date: 11/6/2024

Revision:----

Scale: 1"=20'-0"

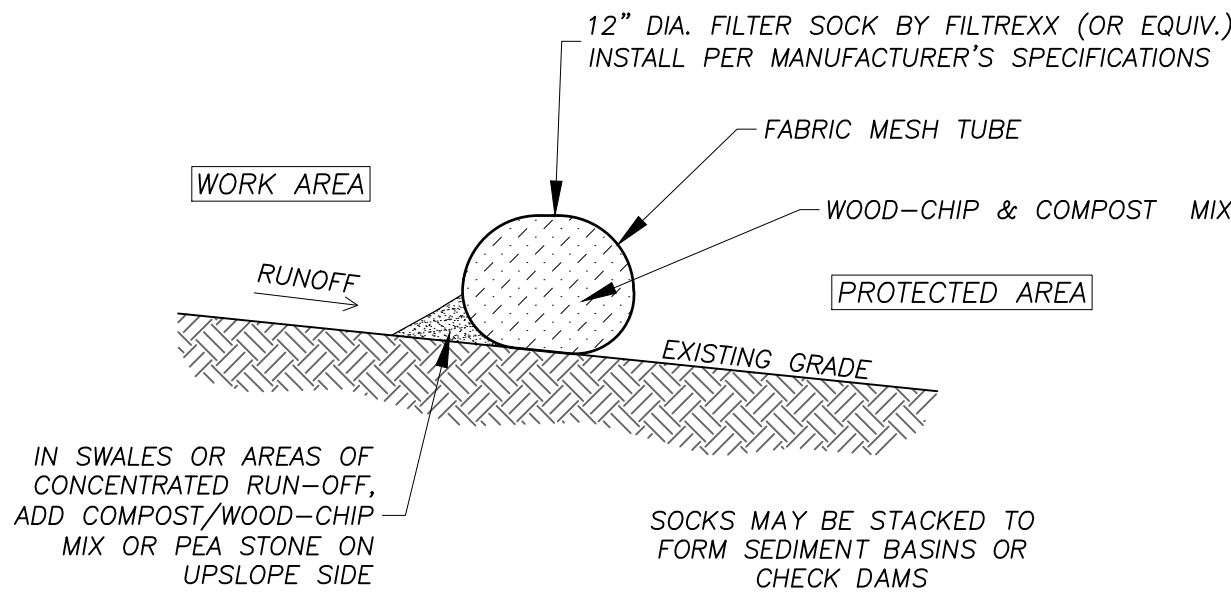
Drawn By: CK

Drawing Number:

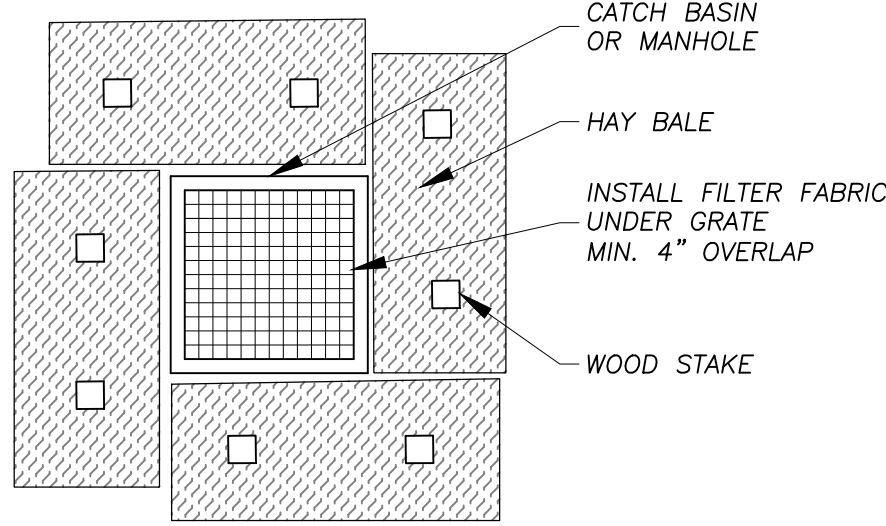
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Sheet 1 of 1

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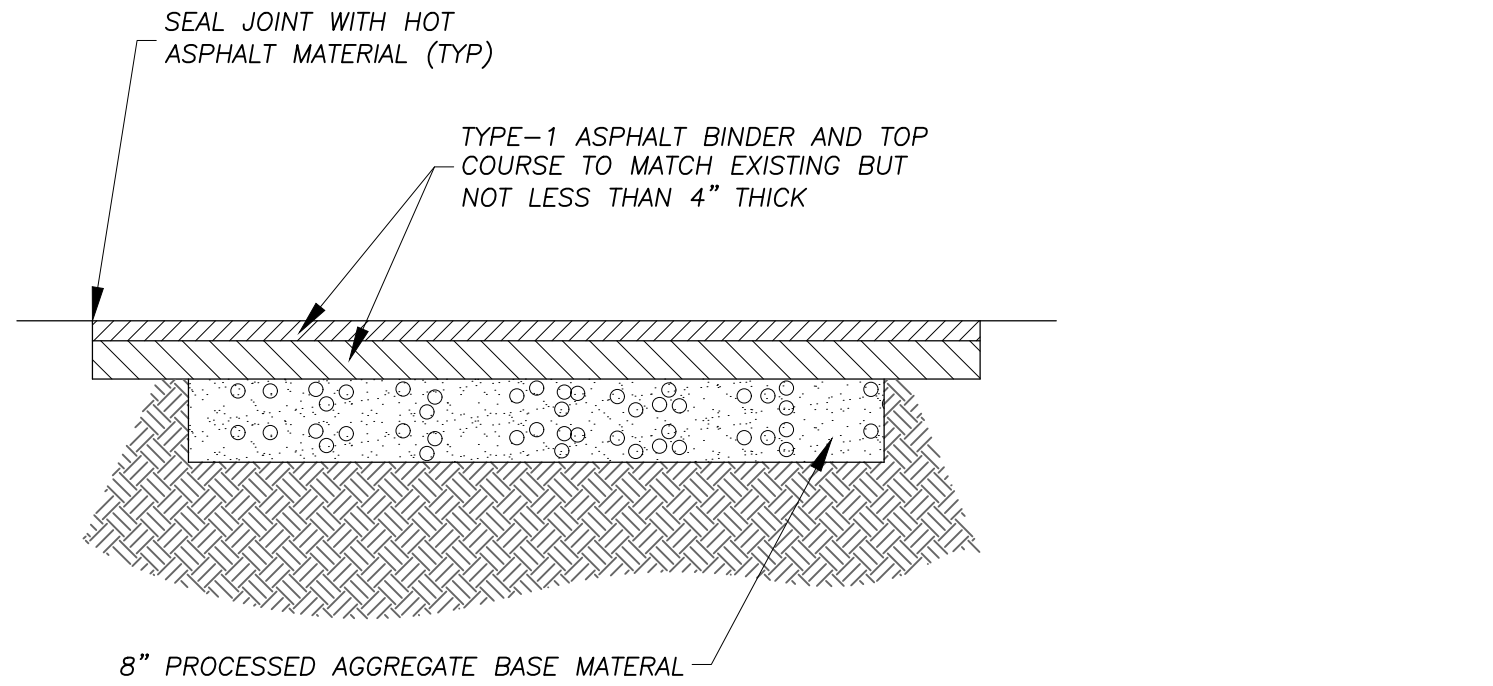


EROSION CONTROL LOG
NO SCALE

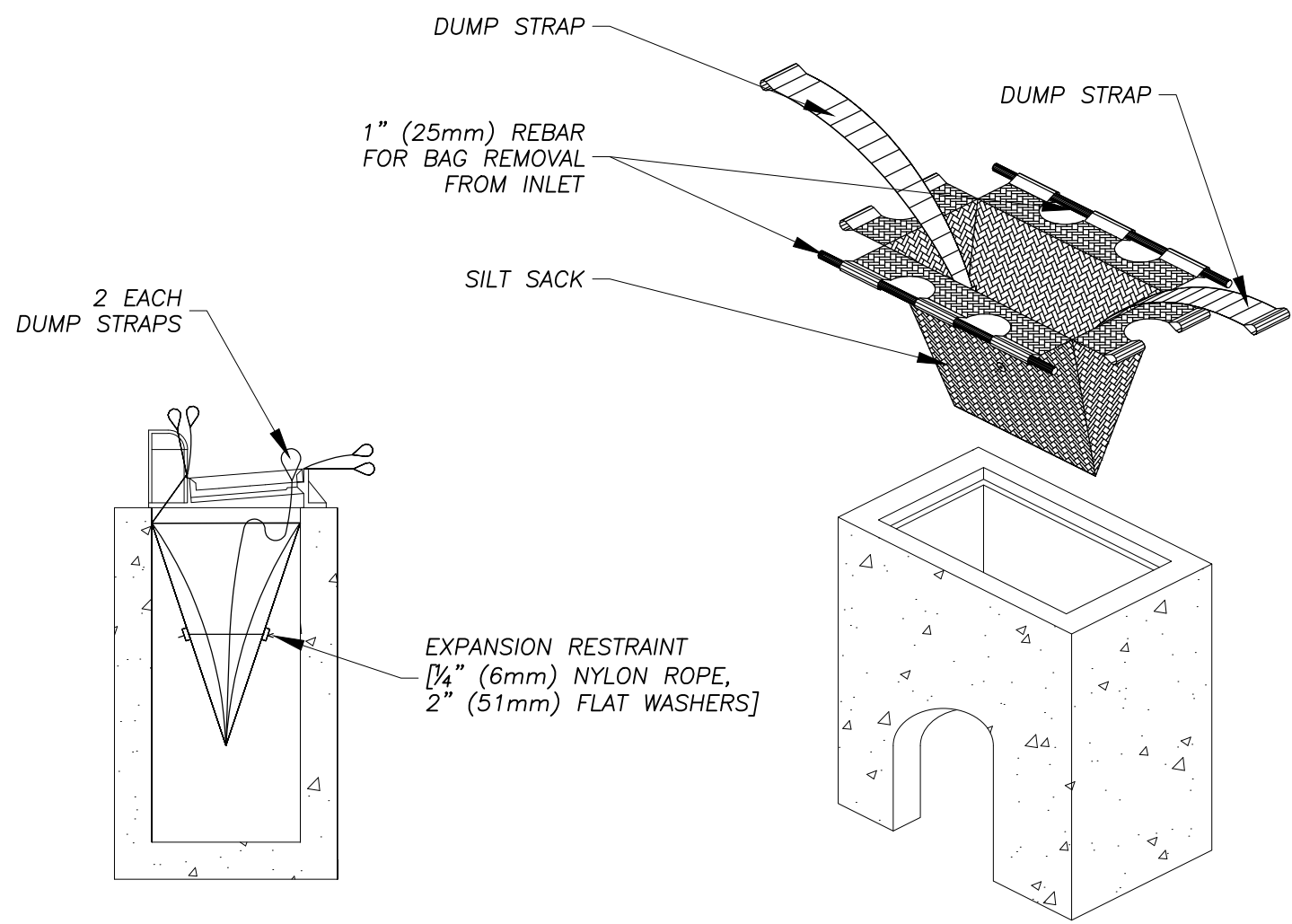


NOTE:
INSTALL BARRIER AT EACH CATCH BASIN AND DRAINAGE BASIN.
CATCH BASINS IN PAVEMENT AREAS ARE TO RECEIVE ONLY THE
FILTER FABRIC TREATMENT.

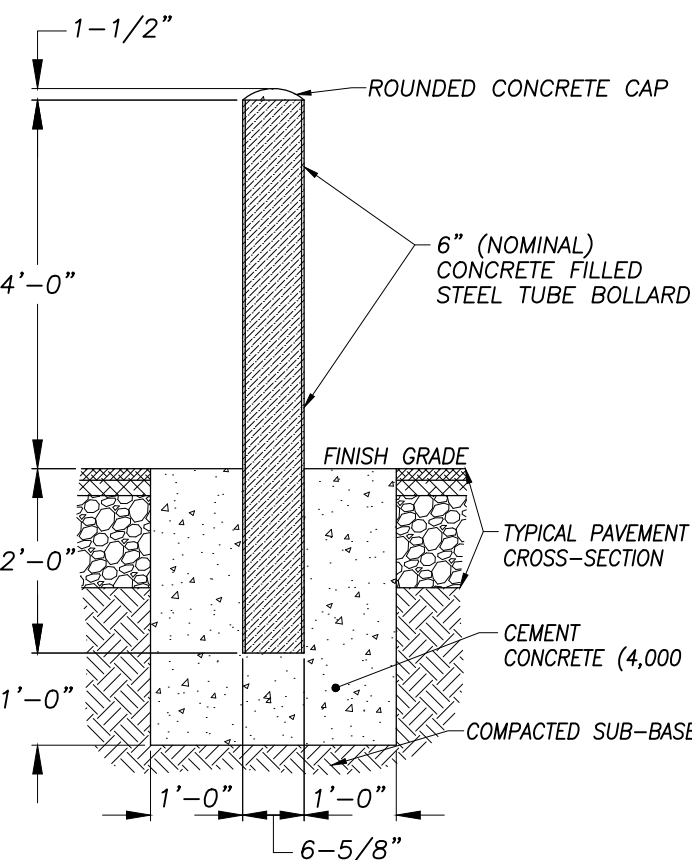
INLET PROTECTION - HAY BALES
NO SCALE



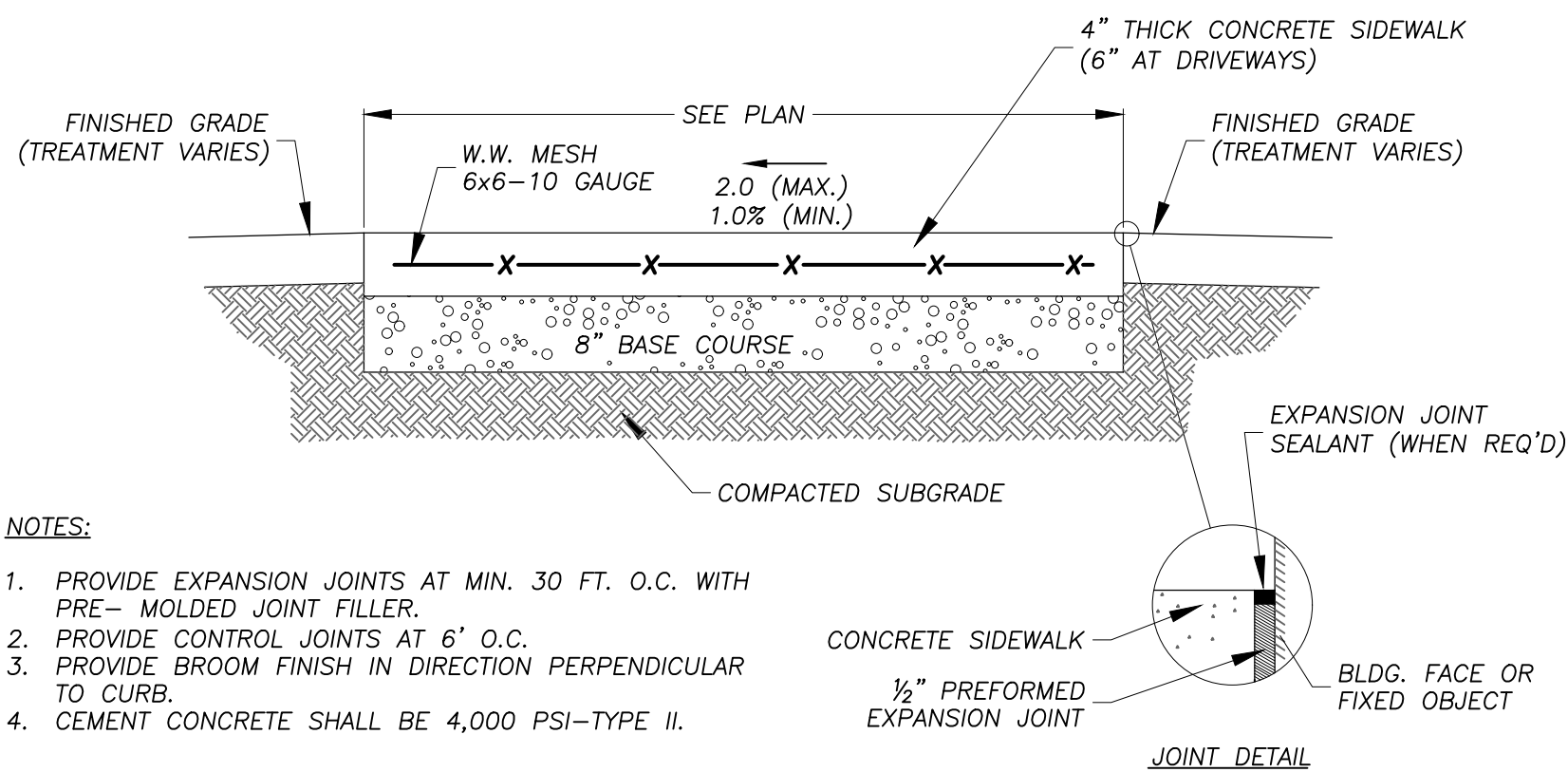
PAVEMENT REPAIR DETAIL WITHIN R.O.W.
NO SCALE



INLET PROTECTION - SEDIMENT FILTER SACK
NO SCALE

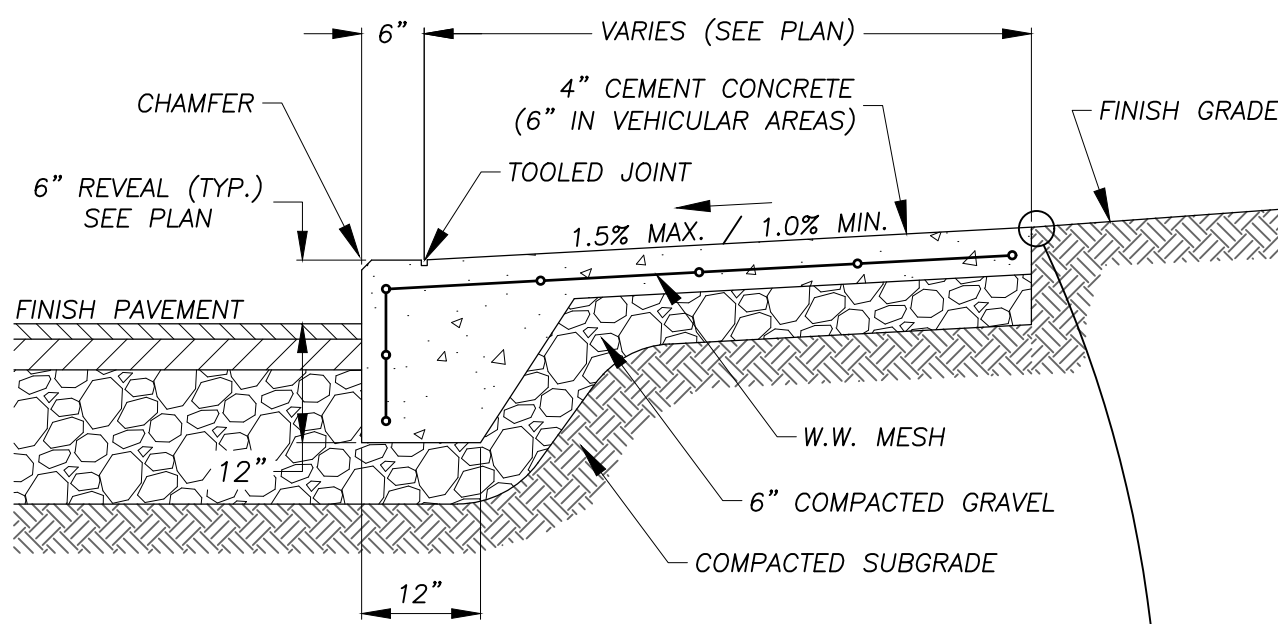


STEEL BOLLARD DETAIL
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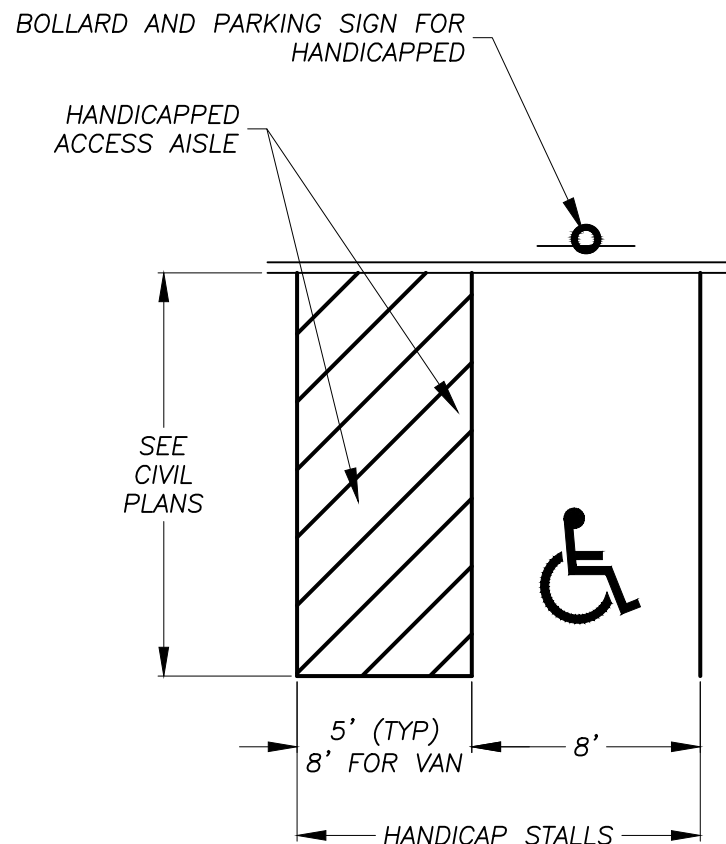
- NOTES:
1. PROVIDE EXPANSION JOINTS AT MIN. 30 FT. O.C. WITH PRE-MOLDED JOINT FILLER.
 2. PROVIDE CONTROL JOINTS AT 6' O.C.
 3. PROVIDE BROOM FINISH IN DIRECTION PERPENDICULAR TO CURB.
 4. CEMENT CONCRETE SHALL BE 4,000 PSI-TYPE II.

REINFORCED CONCRETE SIDEWALK SECTION
NO SCALE



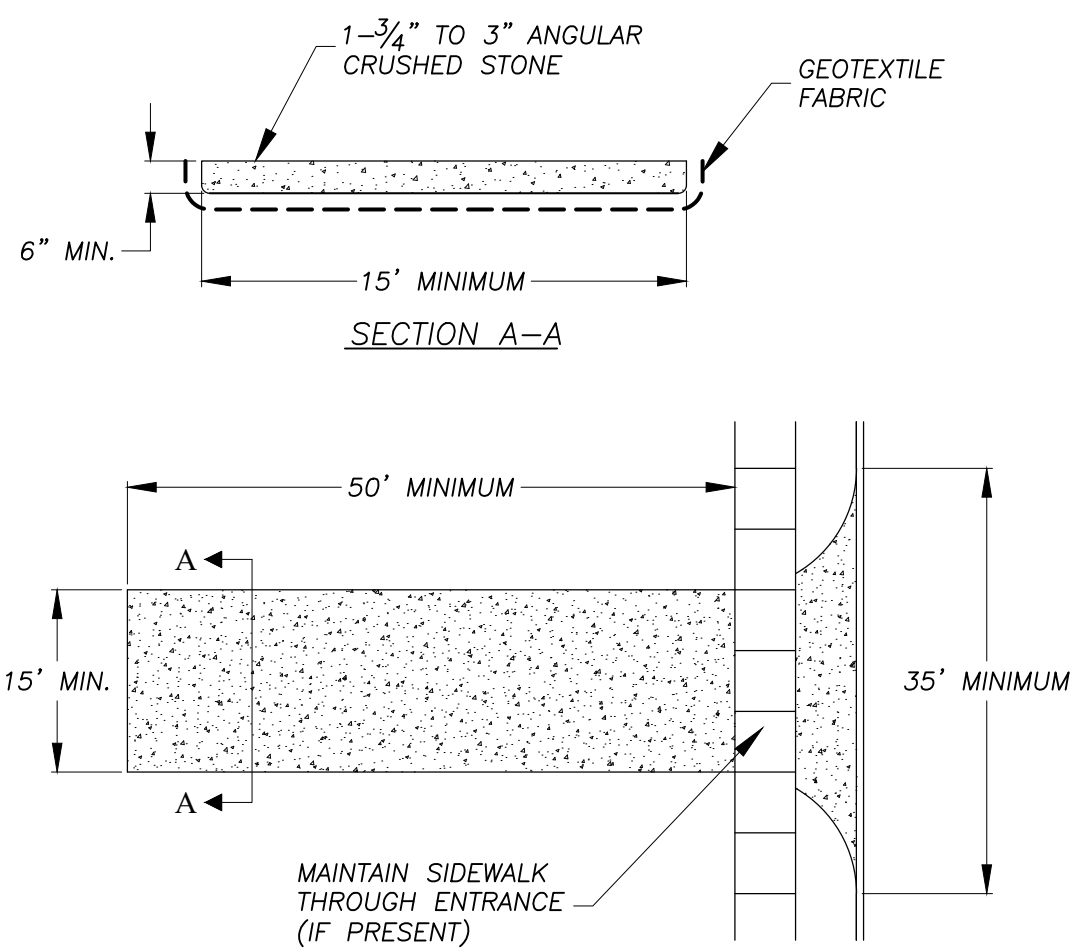
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MONOLITHIC CONCRETE CURB & SIDEWALK
NO SCALE



- NOTES:
1. ALL DIMENSIONS TO CENTER OF 4" PAVEMENT STRIPING.
 2. ALL STRIPING SHALL BE 4" SOLID WHITE PAVEMENT MARKING PAINT UNLESS OTHERWISE NOTED.
 3. CONTRACTOR TO ENSURE HANDICAP ACCESSIBLE PARKING SPACE SHALL HAVE A SLOPE OF 2% OR LESS IN ALL DIRECTIONS.
 4. SEE A.B. 521 CMR 23.00 FOR REQUIRED NUMBER AND PROPORTION OF VAN ACCESSIBLE SPACES.

HANDICAP PARKING STALL
NO SCALE



- NOTES:
1. EACH SITE ENTRANCE IS TO HAVE A TEMPORARY CONSTRUCTION ENTRANCE.
 2. STONE IS TO BE 1-3/4" TO 3" ANGULAR CRUSHED STONE.
 3. PLACE GEOTEXTILE OVER THE ENTIRE AREA PRIOR TO PLACING OF STONE.
 4. ANY SEDIMENT TRACKED INTO THE ROADWAY NEEDS TO BE CLEANED IMMEDIATELY.
 5. ADDITIONAL STONE IS TO BE ADDED TO THE PAD AS NEEDED TO MAINTAIN THE ORIGINAL DEPTH.
 6. ANY SIDEWALK DAMAGED DURING CONSTRUCTION MUST BE REPLACED AT THE CONTRACTORS/DEVELOPERS EXPENSE.
 7. SIDEWALK MUST REMAIN PASSABLE, IF THE SIDEWALK BECOMES UNSAFE OR IMPASSABLE, A TEMPORARY SIDEWALK/ SIDEWALK DETOUR MUST BE PROVIDED.

ANTI-TRACKING APRON (AS REQ'D)
NO SCALE

RLA
R LEVESQUE
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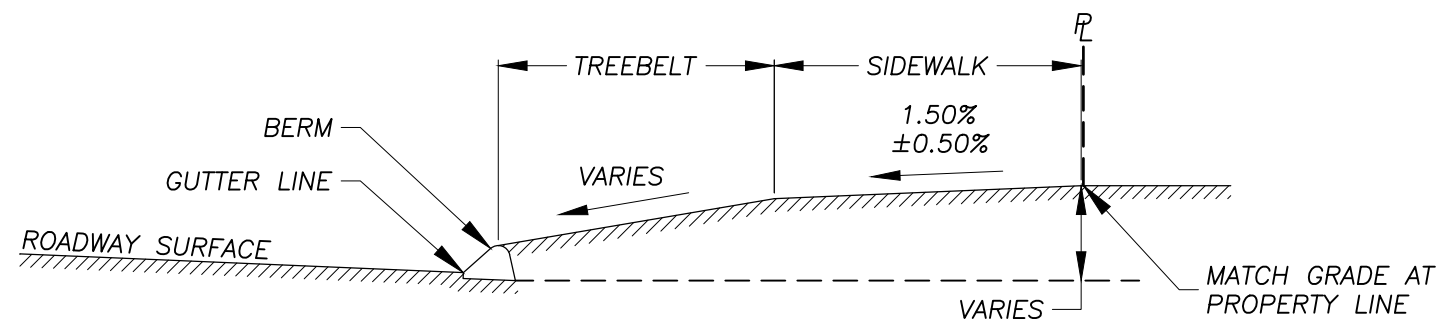
D-1

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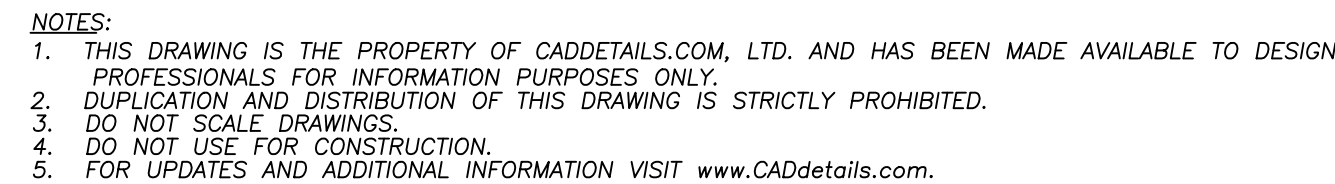
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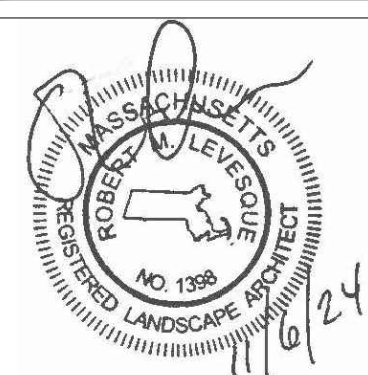
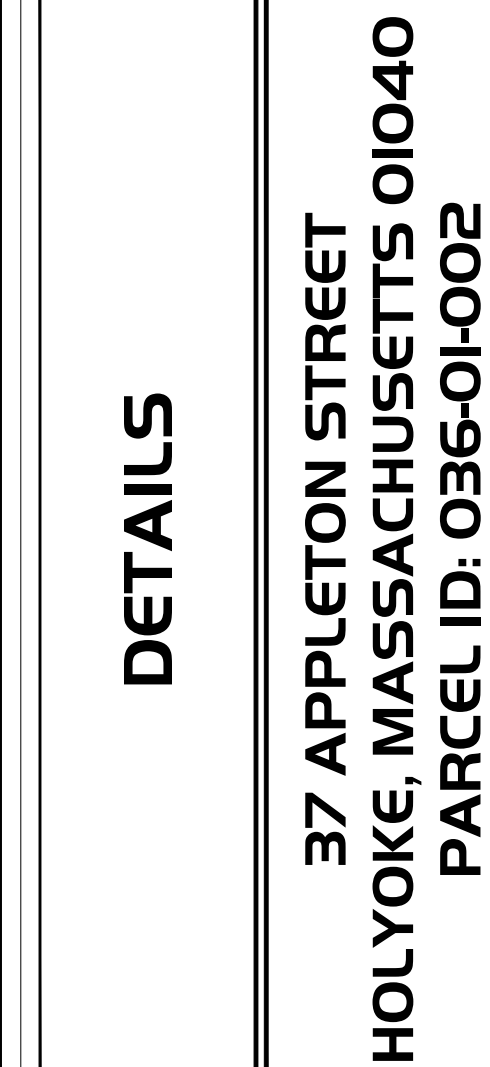
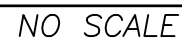
The diagram shows a cross-section of a proposed sidewalk and driveway. The sidewalk is labeled "PROPOSED SIDEWALK" and has a width that "VARIES". The driveway is labeled "EXISTING DRIVEWAY" and has a width that "VARIES". The sidewalk is shown with a "5% MAX. SLOPE" and a "GUTTER LINE" indicated by a dashed line. The diagram also shows the existing ground surface and the proposed sidewalk surface.

NOTE
NEW SIDEWALK TO BE RECONSTRUCTED IN PLACE IN AREAS WHERE THE EXISTING WALK IS WITHIN THE RIGHT-OF-WAY. IF EXISTING WALK ENCROACHES ON PRIVATE PROPERTY, THE NEW WALK SHOULD BE CONSTRUCTED SUCH THAT THE BACK OF THE WALK IS LOCATED AT THE PROPERTY LINE.

NO SCALE



NO SCALE



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

REVISIONS:	DATE:
------------	-------

DRAFTED BY: C.M.

UNAUTHORIZED ALTERATION OF
THIS DOCUMENT IS A VIOLATION
OF MASSACHUSETTS STATE LAW

SCALE: As Noted

RLA PROJ. NUMBER: 240706

DRAWING#	REV.
----------	------

D-2

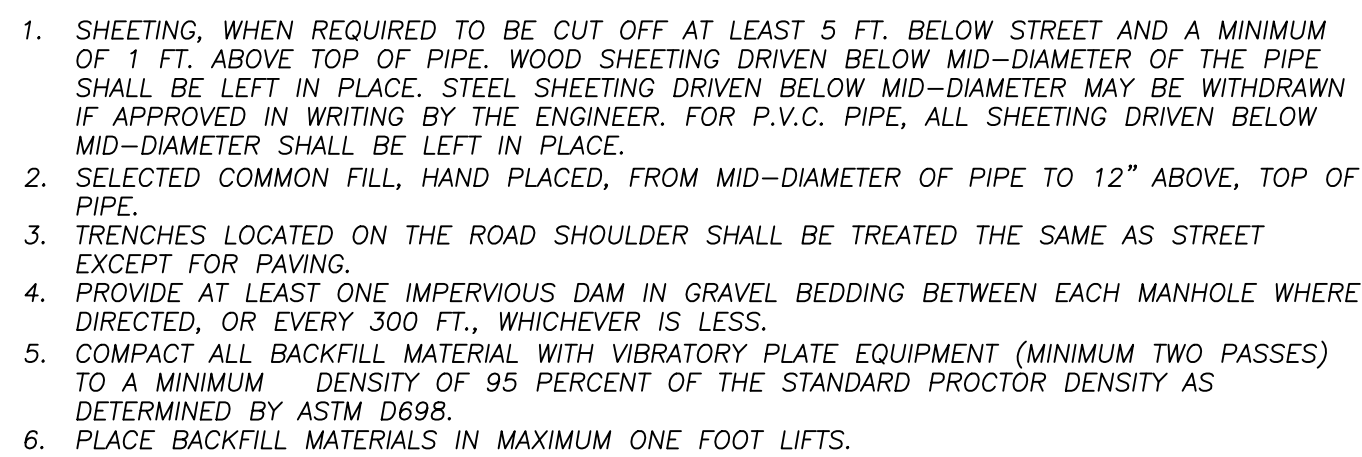
—

PERMITTING
NOT FOR CONSTRUCTION

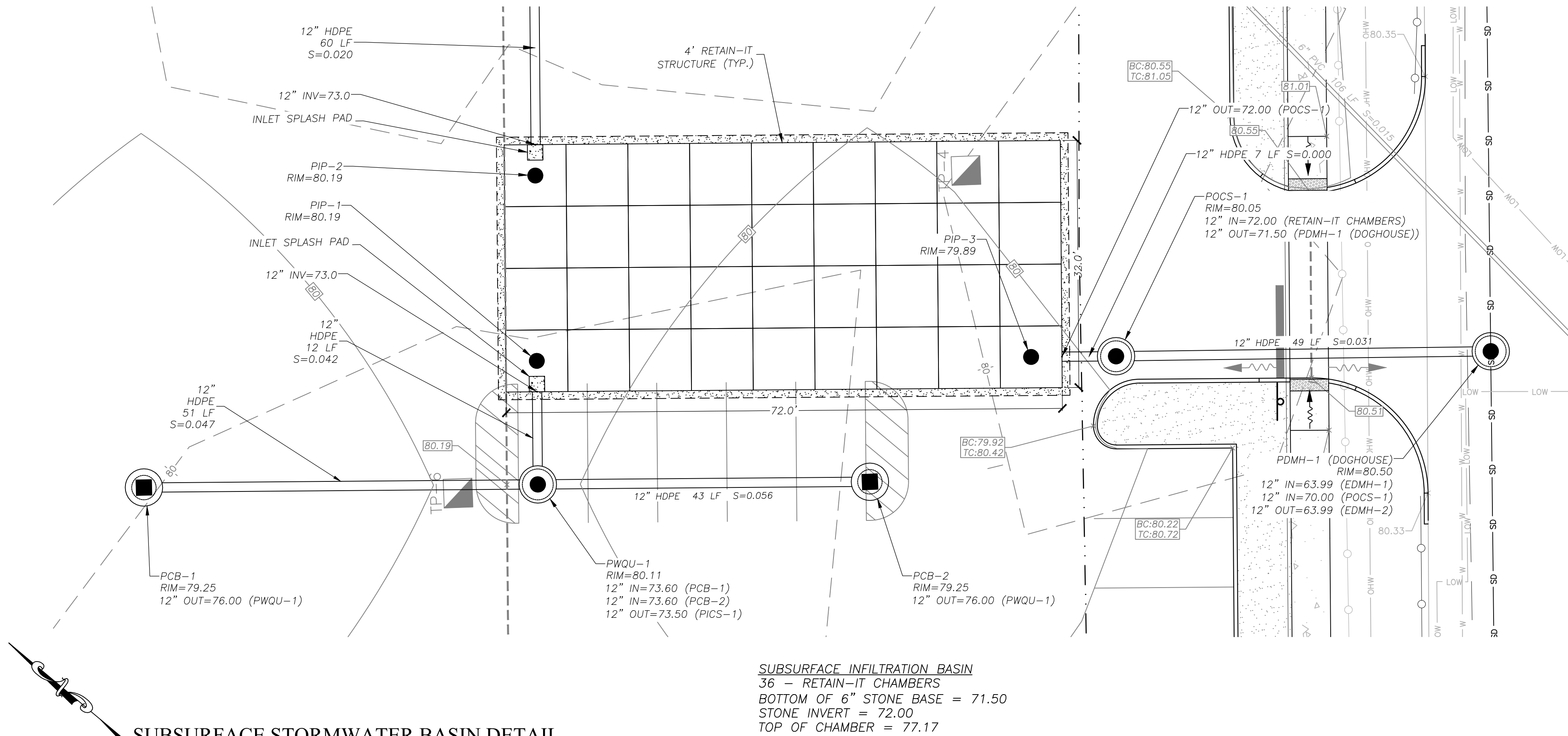


1. ALL SIDEWALK SLOPES ARE MAXIMUMS.
2. ALL SIDEWALKS ARE TO BE CONSTRUCTED TO THE SAME SPECIFICATION FOUND IN MHD SUPPLEMENTAL SPECIFICATIONS TO THE 1988 STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES, ENGLISH UNITS, JUNE 6, 2006 SECTIONS 701.00 TO 701.61 INCLUSIVE, WITH THE EXCEPTIONS LISTED OTHERWISE SPECIFIED.
3. ALL SIDEWALK RAMPS ARE TO BE 4000 PSI (28 DAY) PORTLAND CEMENT CONCRETE, 6X8 1/2 IN. AIR ENTRAINED.
4. TOOL ALL JOINTS AND EDGES.
5. BROOM FINISH SIDEWALK OPPOSITE TO THE DIRECTION OF TRAVEL.
6. SIDEWALK IS REQUIRED TO BE COVERED WITH PLASTIC AND KEPT MOIST FOR MINIMUM OF 72 HOURS AFTER IT HAS SET-UP.
7. ALL PLACEMENT WARNING PANEL ARE TO COMPLY WITH ADA 4.29.2
8. DETECTABLE WARNING PANEL TO BE CAST IN PLACE DETECTABLE WARNING PANEL.



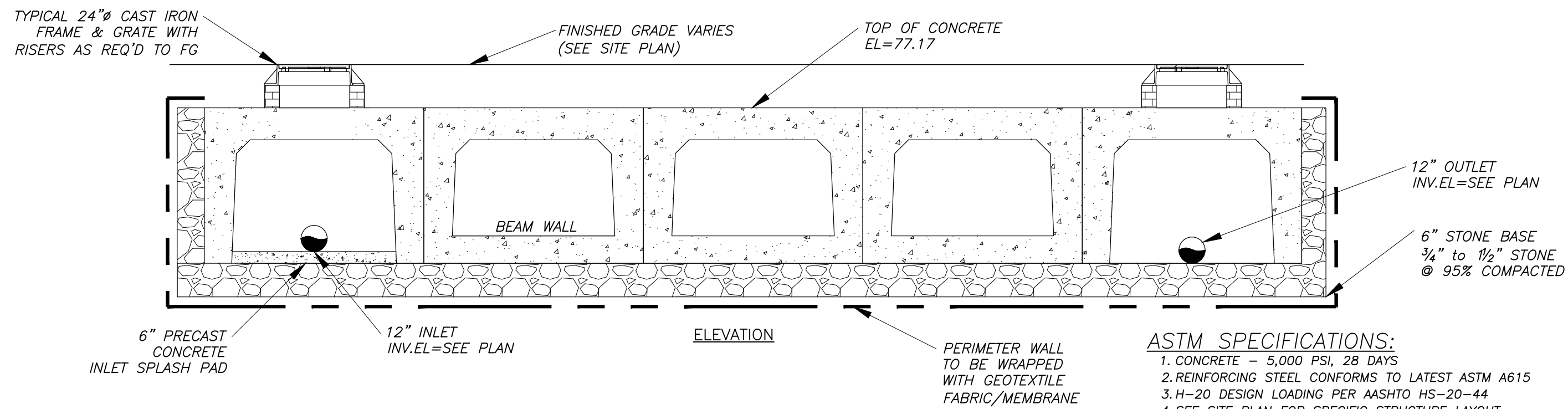


S:\Projects\2024\240706 - Berneche - Appleton St. - Amer. Environmental. Holyoke\05 Civil\3D\240706 - SITE.dwg



SUBSURFACE STORMWATER BASIN DETAIL

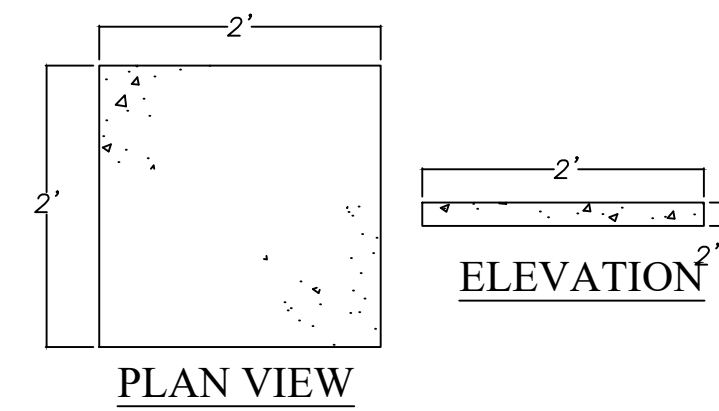
1" = 10'



RETAIN-IT PRECAST CONCRETE STORMWATER MANAGEMENT SYSTEM

NO SCALE

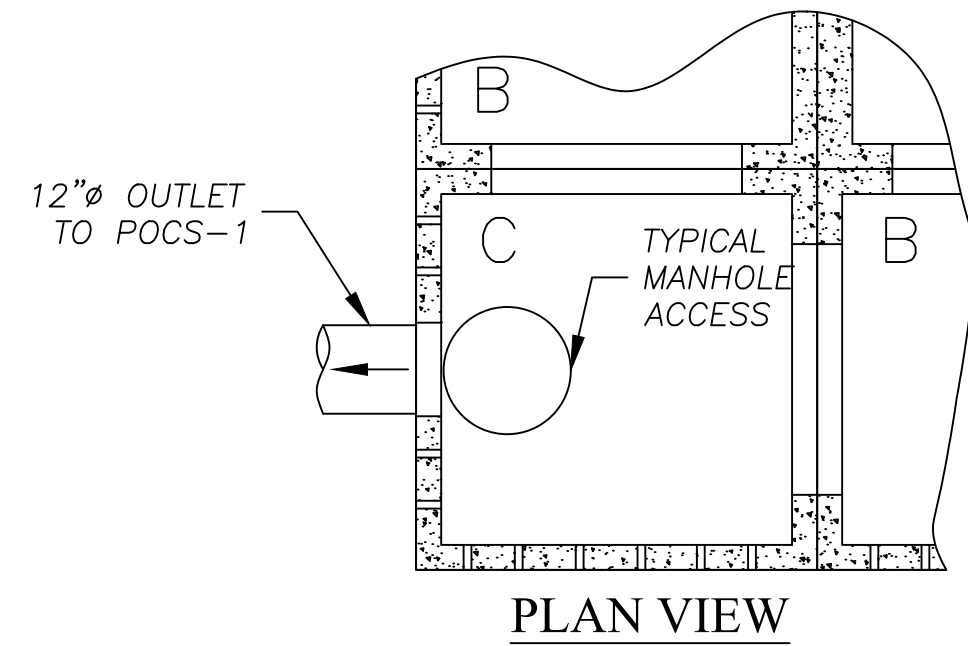
- ASTM SPECIFICATIONS:**
1. CONCRETE - 5,000 PSI, 28 DAYS
 2. REINFORCING STEEL CONFORMS TO LATEST ASTM A615
 3. H-20 DESIGN LOADING PER AASHTO HS-20-44
 4. SEE SITE PLAN FOR SPECIFIC STRUCTURE LAYOUT



PLAN VIEW

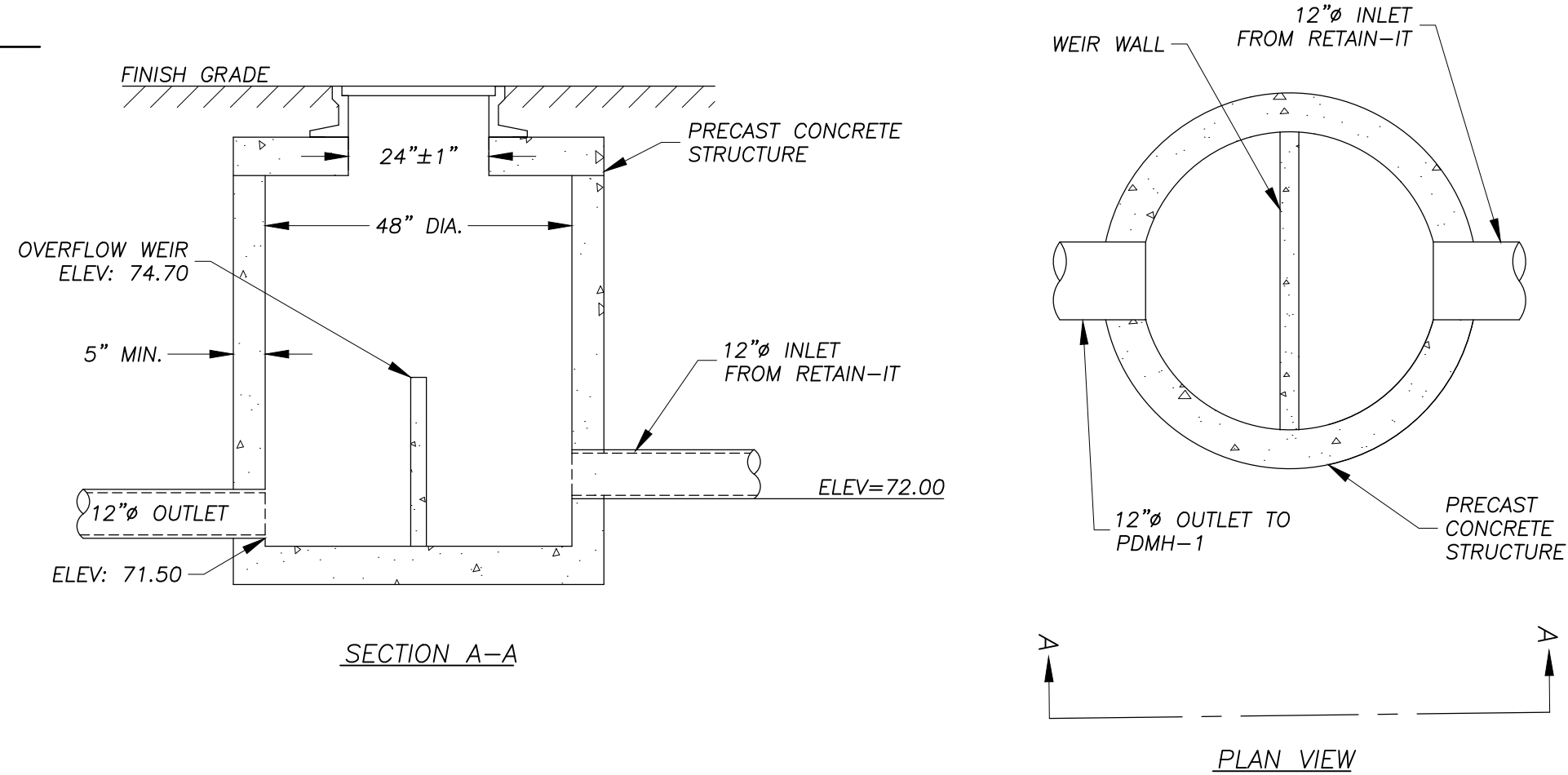
INLET SPLASH PAD

NO SCALE



12"Ø OUTLET
TO POCs-1

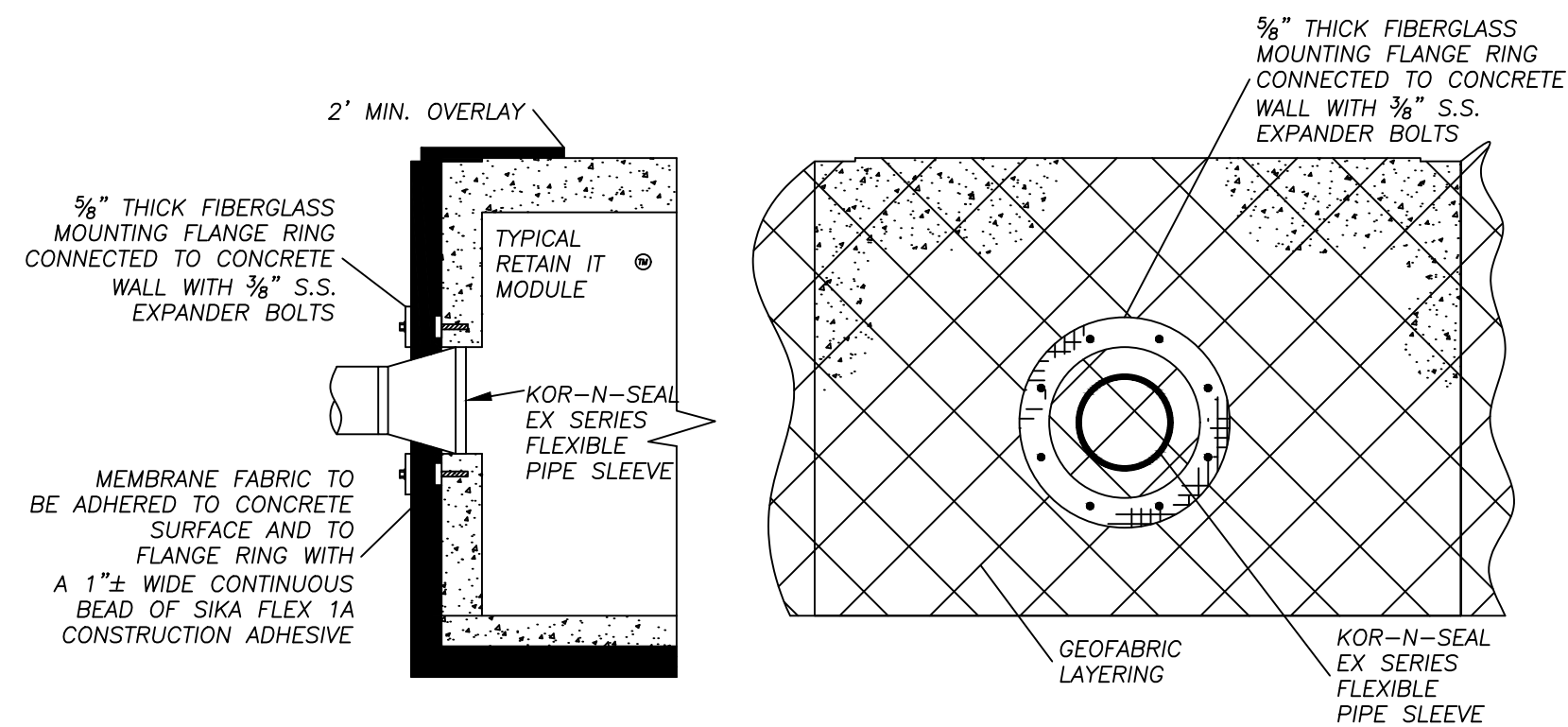
PLAN VIEW



SECTION A-A

OUTLET CONTROL STRUCTURE (POCS-1)

NO SCALE



WATERTIGHT PIPE CONNECTION DETAIL

NO SCALE

- *GEOTEXTILE FABRIC/MEMBRANE LAYER**
- 140N GEOTEXTILE
 - 30 MIL PVC LINER MEMBRANE
 - 140N GEOTEXTILE
- MEMBRANE MANUFACTURED BY ENVIRONMENTAL PROTECTION INC. (EPI) OR APPROVED EQUAL
9939 US-131 SOUTH MANCERLONA, MI 49659
1-231-587-9108

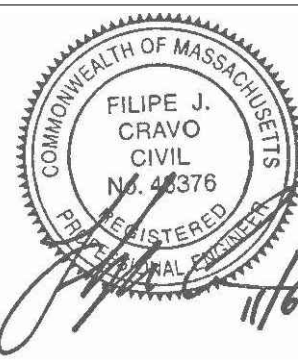
DETAIL SOURCE:
RETAIN-IT
WWW.RETAIN-IT.COM
INFO@RETAIN-IT.COM

PERMITTING
NOT FOR CONSTRUCTION

RLA
R LEVESQUE ASSOCIATES INC.
Landscape Architects
Civil Engineers · Land Surveyors
Environmental Consultants
ph: 413.568.0985 fax: 413.568.0986
40 School Street
Westfield, MA 01085
rlaland.com

DETAILS

37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

REVISIONS: DATE:

DRAFTED BY: C.M.

UNAUTHORIZED ALTERATION OF
THIS DOCUMENT IS A VIOLATION
OF MASSACHUSETTS STATE LAW

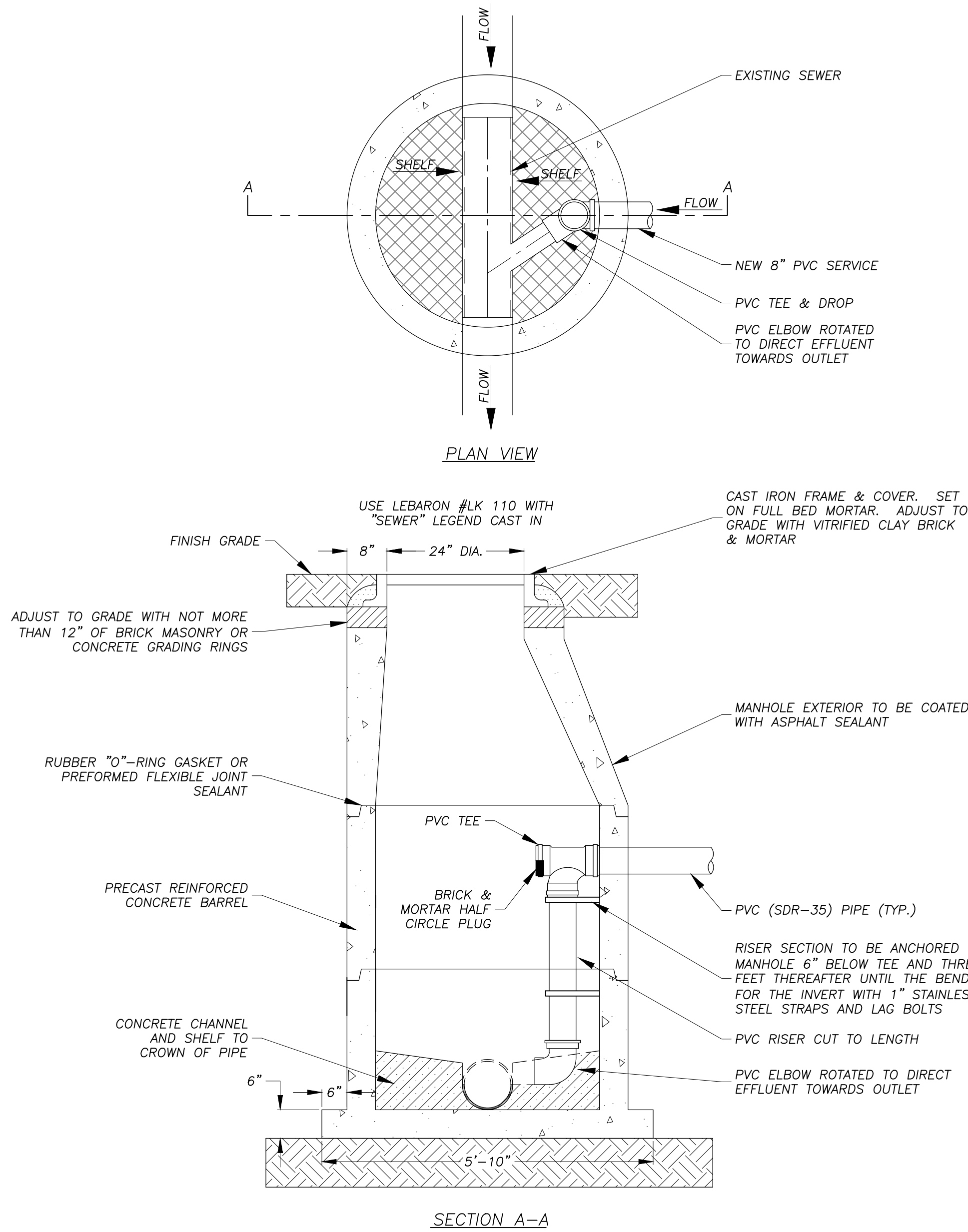
SCALE: As Noted

RLA PROJ. NUMBER: 240706

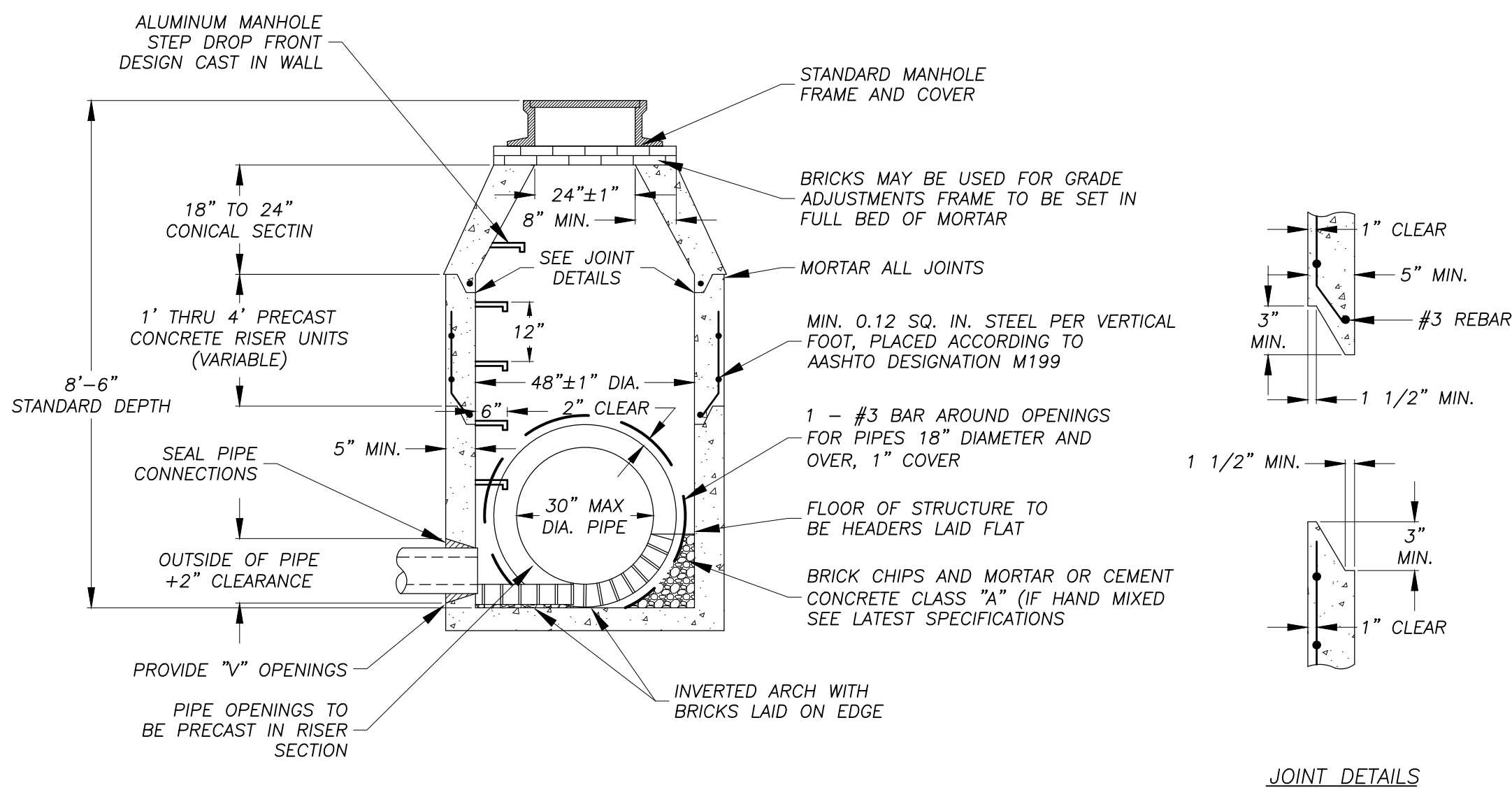
DRAWING# REV.

D-5

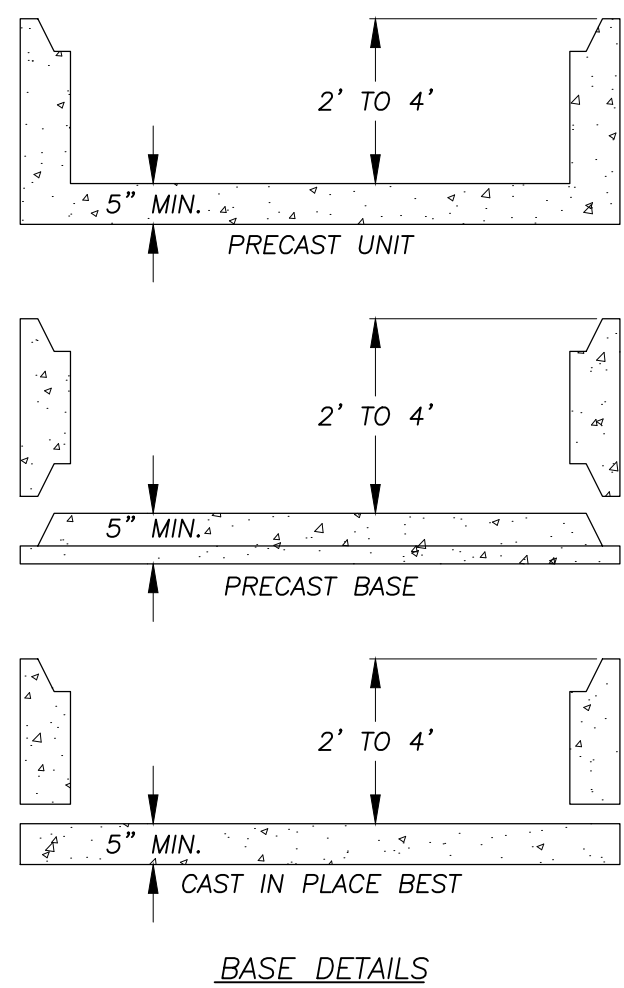
S:\Projects\2024\240706 - Berneche - Appleton St. - Amer. Environmental. Holyoke\05 Civil\3D\240706 - SITE.dwg



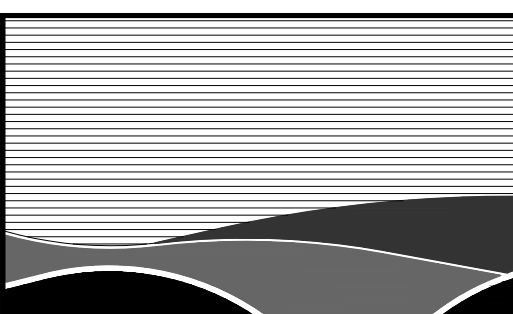
SEWER MANHOLE WITH INSIDE DROP
NO SCALE



PRECAST CONCRETE MANHOLE
NO SCALE



PERMITTING
NOT FOR CONSTRUCTION



RLA

R LEVESQUE ASSOCIATES INC.

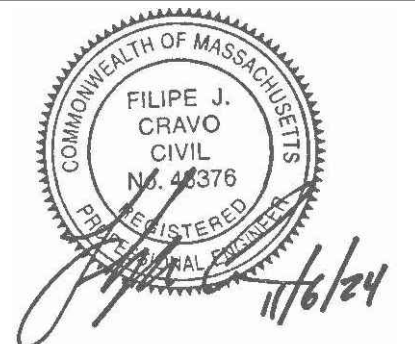
Landscape Architects
Civil Engineers - Land Surveyors
Environmental Consultants

ph: 413.568.0985 fax: 413.568.0986

40 School Street
Westfield, MA 01085
rlaland.com

DETAILS

**37 APPLETON STREET
HOLYOKE, MASSACHUSETTS 01040
PARCEL ID: 036-01-002**



PREPARED FOR:

L.N. Berneche, Inc.
c/o Mr. Leon Berneche
665 Prospect Street
Chicopee, MA 01020

ISSUANCE DATE: November 6, 2024

REVISIONS:	DATE:

DRAFTED BY: C.M.

UNAUTHORIZED ALTERATION OF THIS DOCUMENT IS A VIOLATION OF MASSACHUSETTS STATE LAW

SCALE: As Noted

RLA PROJ. NUMBER: 240706

DRAWING#	REV.
D-6	-

THE COMMONWEALTH OF MASSACHUSETTS
CITY OF HOLYOKE
CITY CLERKS OFFICE
536 DWIGHT ST. HOLYOKE, MA 01040
TEL: (413) 322-5520 – FAX: (413) 322-5521

RECEIVED

NOV 04 2024

Holyoke City Clerk's
Holyoke, MA

APPLICATION FOR RENEWAL OF A HOME OCCUPATION:

Date 10/25/24 Fee \$100.00

In accordance with the provisions of City Ordinances, Appendix A, Section 4, Paragraph 8.2, I hereby apply for a Special Permit for a Home Occupation for the below named premises located at the following address:

Name of petitioner William T Lyle III

Address 79 Merrick Ave, Holyoke, MA 01040

Telephone 413-561-8091 Type of Business Electrician

Owner of Record of Building William T Lyle III

Address of Owner of Property 79 Merrick Ave Telephone 413-561-8091
Holyoke, MA 01040

Business name Lyle Electric Inc.

Signature of Petitioner [Signature] Date 10/25/24

COMMENTS:

INSTRUCTIONS:

- 1) Make Check payable to: City of Holyoke
- 2) Return check and application to: City Clerk, 536 Dwight St. Holyoke, MA 01040
- 3) Obtain letter from Tax Collector and City Treasurer

OFFICIAL USE ONLY:

Date of renewal notice _____ Date fee paid _____ Fee paid _____

Date of Expiration _____



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 10/29/2024

In accordance with Section 82-3 of the City Ordinance, specifically:

(c) In addition to the requirements of [M.G.L.] c. 40 § 57, every city board, department, authority, or commission issuing licenses or permits in the city shall certify with the **Tax Collector** and the **Treasurer** that all taxes, fees, and assessments are current, prior to issuing any license or permit, and that all tax agreements are being complied with.

Please bring this form to City Hall and obtain each signature as required below or mail the form to the Tax Collector's Office with a stamped, self-addressed envelope. Please do not submit a Business Certificate application to the City Clerk's Office prior to completing Form A.

I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

Current	Type
☒	Real Estate
☐	Personal Property
☒	Excise
☐	Payment Plan

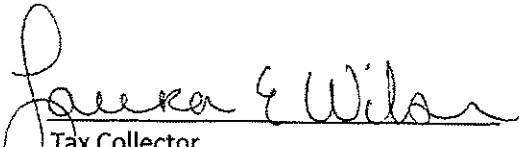
Comments:

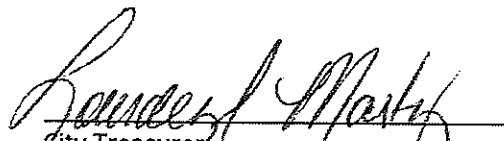
Applicant: William T Lyle III

Address: 79 Merrick Avenue, Holyoke, MA 01040

Property Owner: William T Lyle III

Respectfully,


Tax Collector
413.322.5530


City Treasurer
413.322.5560

536 Dwight St Rm. 13. • HOLYOKE, MASSACHUSETTS 01040
PHONE: (413) 322-5530 • FAX: (413) 322-5531

Birthplace of Volleyball

City of Holyoke
Request for Appropriation Transfer
Within a Classification

Fire
Dept. Name _____ Date 11/5/24

I hereby respectfully request that the following amounts be transferred within one of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services X Expenses _____ Capital Outlay _____

<u>Account No.</u>		<u>Account Name</u>	<u>\$ Amount</u>	
<u>Organization</u>	<u>Object</u>		<u>From</u>	<u>To</u>
12201	51103	Captain	(3,663.90)	_____
-----	-----	_____	_____	_____
12201	51104	Lieutenants	(3,142.74)	_____
-----	-----	_____	_____	_____
12201	51105	Firefighters	(343.78)	_____
-----	-----	_____	_____	_____
12201	51180	IOD	()	7,150.42
-----	-----	_____	_____	_____
-----	-----	_____	()	_____
-----	-----	_____	()	_____
-----	-----	_____	()	_____
-----	-----	_____	()	_____
-----	-----	_____	()	_____
-----	-----	_____	()	_____

Reason for request: PP #10

Ledoux, Destromp, R Ortiz

Head of Department

Mayor

City of Holyoke

Request for Appropriation Transfer Within a Classification

11-6-24

Dept. Name:

Police

Date

I hereby respectfully request that the following amounts be transferred *within one* of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services

X

Expenditures

Account No.

\$ Amount

Organization

Object

Account Name

From

To

12101

51105

Sergeants

8,562.44

12101

51107

Patrolmen

14,395.04

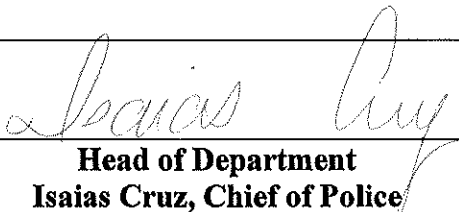
12101

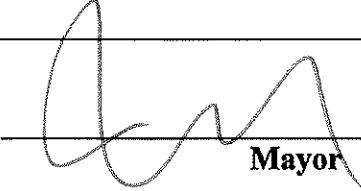
51180

Inj. On Duty

22,957.48

IOD: V. HEREDIA, JONIEC, WHELIHAN, SMITH, MARTINEZ, SANTANA, WHALEN,
TOURVILLE, GLASHEEN


Head of Department
Isaias Cruz, Chief of Police


Mayor

City of Holyoke

Request for Appropriation Transfer Between Classifications

Dept. Name

Mayor / DPW

Date

11/13/2024

Use as a basis for preparing a financial order to be placed in front of City Council. I hereby respectfully request that the following amounts be transferred *between two or more* of the following indicated (X) appropriation classifications and as further detailed below:

Personal Services

Expenses

X

Capital Outlay

Account No.

Organization

Object

8811 - 10400

14222 - 52519

Account Name

From

\$ Amount

To

Capital Stabilization 49,915

R & M Public Library () 49,915

Reason for request:

HVAC - Holyoke Public Library

Head of Department

Mayor

Form TR-1 (6/92)

11/15/2024

Mayor signs in absence
as DPW Director
CARL ROSSI



896 Main Street
Holyoke, MA 01040
USA
Voice: 413-534-5302
Fax: 413-532-0508

JOB ESTIMATE

Number: 131825
Date: Aug 5, 2024
Page: 1

Ship To:

Holyoke Public Library
250 Chestnut Street
Holyoke, MA 01040

Quoted To:
Holyoke Public Library 250 Chestnut Street Holyoke, MA 01040

Customer ID	Good Thru	Payment Terms	Sales Rep
	9/4/24	Net 30 Days	

Description	Amount
Replacement of Bltzer compressor #2 [MN# CSW7573-60Y-2PU / SN # 1080701965] on Technical Systems chiller Model # 35E2SD130. NOTE: DOES NOT INCLUDE COST OF ANY REFRIGERANT, IF NEEDED.	
Labor	4,830.00
Bltzer compressor	34,850.00
misc. driers & accessories	500.00
Incoming shipping & handling	1,035.00
Crane service	3,950.00
Rigging service	4,750.00

Subtotal	49,915.00
Sales Tax	
TOTAL	49,915.00

Approved by: _____

Date: _____

CAPITAL STABILIZATION FUND #8811

FY2023

YEAR	EFF DATE	AMOUNT	COMMENTS	BALANCE
2023	7/1/2022	0.01	STARTING BALANCE	
2023	07/01/2022	50,000.00	DEPOSIT FROM FREE CASH	
2023	08/22/2022	1,000,000.00	DEPOSIT FROM STABILIZATION (SCHOOL)	1,050,000.01
2023	11/29/2022	-241,000.00	HPD VEHICLES	809,000.01
2023	12/01/2022	-80,000.00	BOH VEHICLE/ANIMAL CONTROL	729,000.01
2023	12/01/2022	-75,000.00	COA VEHICLE	654,000.01
2023	01/18/2023	-275,000.00	HPS ACCEL. REPAIR	379,000.01
2023	3/7/2023	-26,000.00	RECREATION - ICE RINK	353,000.01
2023	3/21/2023	-97,640.20	HPD GUNS & HOLSTERS	255,359.81
2023	5/25/2023	-117,541.56	DPW MOTOR VEHICLES	137,818.25
		1,453.45	INTEREST 2023	139,271.70

FY2024

	7/1/2023	1,481,473.00	DEPOSIT FROM FREE CASH FROM FY 2022	1,620,744.70
	9/13/2023	-48,045.00	REFUSE R&M VEHICLES	1,572,699.70
	9/13/2023	-19,450.00	ENGINEERING STREET ACCEPTANCE SURVEY	1,553,249.70
	10/3/2023	-100,000.00	COMPREHENSIVE ENTERPRISE FUND OPERATIONS STUDY	1,453,249.70
	10/3/2023	-50,000.00	WWTP LEGAL SERVICES ASSOC. WITH LT SERVICE AGREEMENT	1,403,249.70
	11/9/2023	-256,000.00	HPD CAMERAS	1,147,249.70
	12/5/2023	-164,695.27	WIDE AREA MOWER	982,554.43
	1/5/2024	-54,254.71	TRAFFIC ENFORCEMENT VEHICLES	928,299.72
	1/5/2024	-3,866.32	TRAFFIC ENFORCEMENT UNIFORMS	924,433.40
	1/5/2024	-30,240.00	TRANSFER TO WAR MEMORIAL	894,193.40
	3/4/2024	-20,000.00	AMBULANCE FEASIBILITY	874,193.40
	4/2/2024	-21,300.00	R&M BUILDINGS COA	852,893.40
	5/22/2024	-7,145.96	EMERGENCY WATER MAIN REPAIR - DPW	845,747.44
	5/22/2024	-32,975.00	JOHN DEERE GATOR - PARKS & REC	812,772.44
	5/22/2024	-80,160.00	HFD 2 FORD ESCAPES FOR FIRE PREVENTION	732,612.44
		1,229.36	2024 POSTED INTEREST	733,841.80
	6/27/2024	246,775.00	DEPOSIT FROM FREE CASH FROM FY2023	980,616.80

FY2025

	9/18/2024	-200,000.00	HOLYOKE WASTEWATER TREATMENT OPERATIONS	780,616.80
	10/15/2024	-192,500.00	CENTRAL FUELING STATION DESIGN WORK	588,116.80
	10/15/2024	-150,000.00	HPS MCMAHON BOILER	438,116.80
AGENDA	11/19/2024	-49,915.00	HVAC R&M PUBLIC LIBRARY	388,201.80

City of Holyoke

Request for Appropriation Transfer Within a Classification

Dept. Name OPED

Date 11/13/24

I hereby respectfully request that the following amounts be transferred *within one* of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services ☒ Expenses ☐ Capital Outlay ☐

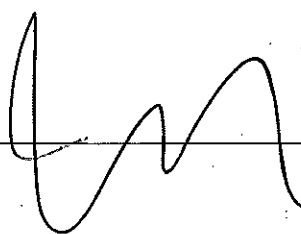
Account No.		Account Name	\$ Amount	
Organization	Object		From	To
11751	5112B	Admin Asst	(29,152)	
11751	5112	Licensing Agent	()	29,152
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---
---	---	---	()	---

Reason for request:

New classification from License Clerk to Licensing Agent



Head of Department



Mayor

Form TR-1 (6/92)

To Fund New Position - original acceptance & transfer attached



City of Holyoke
City Council

- The Committee on Finance to whom was referred an order , that there be and is hereby appropriated by transfer in the fiscal year 2025, FIVE THOUSAND AND 00/100 Dollars (\$5,000) as follows:

FROM:

11752-53010 CONTRACTED SERVICES \$5,000

TOTAL: \$5,000

TO:

11751-51112 LICENSING AGENT \$5,000

TOTAL: \$5,000

Recommended that the order be adopted.

In City Council, on October 15, 2024, the report of the committee received and passed two readings and adopted on a call of the roll of the yeas and nays.

YES:	(12)	David K. Bartley, Juan Anderson-Burgos, Patricia Devine, Kocayne S Givner, Howard Greaney, Kevin A. Jourdain, Meg Magrath-Smith, Tessa R. Murphy-Romboletti, Carmen Ocasio, Israel Rivera, Michael Sullivan, Linda Vacon
NO:	(0)	None
ABSENT:	(1)	Jenny Rivera

Presented to the Mayor	Mayor's Office
For Approval <u>Oct 16</u> 2024 <u>Bienna M. Leary</u> City Clerk	Holyoke, MA <u>Oct. 16</u> 2024 Approved <u>[Signature]</u> Mayor



A True Copy

Attest:

Bienna Murphy Leary

City Clerk

MEMORANDUM OF AGREEMENT
BY AND BETWEEN
THE CITY OF HOLYOKE
AND N.A.G.E. RI-180, CLERICAL UNION

The City of Holyoke (hereinafter referred to as "City") and N.A.G.E. RI-180, Clerical Union (hereinafter referred to as "Union"), hereby agree to the following terms, conditions, and understandings:

1. The Licensing Administrative Assistant position is covered by the Union's collective bargaining agreement.
2. The City has requested that said position be reclassified to the new position title of "Licensing Agent."
3. The Licensing Agent shall be responsible for the responsibilities contained in the attached job description marked "A".
4. Due to said changes, the position shall be placed at Grade 640. The salary scale for Grade 640 shall be as follows:

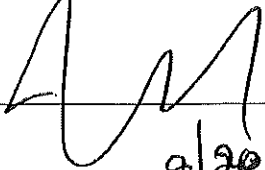
**GRADE 640-LICENSING
AGENT**

	CURRE NT HOURL Y		INCREASE		NEW HOURLY
STEP 1	\$22.51	\$5,000.00	\$2.74		\$25.25
STEP 2	\$22.86	\$5,000.00	\$2.74		\$25.60
STEP 3	\$23.21	\$5,000.00	\$2.74		\$25.95
STEP 4	\$23.57	\$5,000.00	\$2.74		\$26.31
STEP 5	\$23.94	\$5,000.00	\$2.74		\$26.68

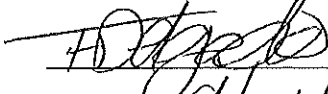
5. The current occupant of the Licensing Administrative Assistant position shall be placed in the Licensing Agent position at Step 5.
6. The changes contained herein shall be effective upon execution by both parties.
7. This Agreement is not precedent setting for any same or similar circumstance in the future.

8. There are no other agreements, either verbal or written, between the parties regarding the subject matter of this Agreement.

FOR THE CITY OF HOLYOKE


Dated: 9/20/2024

FOR N.A.G.E. R1-180,
CLERICAL UNION


Dated: 9/19/24

"A"



City of Holyoke

Personnel Department

JOB POSTING – [DATES]

Job Title: Licensing Agent

Department: OPED

Reports to: Director of OPED

Job Summary:

Performs skilled administrative clerical work in support of the Office of Planning and Economic Development (OPED), with a focus supporting the activity of the Holyoke Licensing Board.

Supervisory Responsibilities: *None.*

Duties/Responsibilities:

- Reports to the Economic Development or their designee
- Provides customer service by answering questions both in person, by telephone, and email; provides information requested in order to allow the public as well as other offices to obtain the information needed as quickly as possible, or to refer them to the proper person so they may obtain the needed information; updates department website as necessary.
- Performs clerical assistance for staff; prepares and types forms, letters, memoranda, correspondence, reports, various types of documents; proofreads typed material for grammatical accuracy, proper format, and completeness.
- Interviews persons seeking information or submitting applications for city licenses including but not limited to annual liquor license, automotive use, open air vendor license, common vehicular licenses .
- Attends and manages License Board Meetings; schedules meetings and hearings; composes and posts agendas and notices; prepares all informational packets for members; drafts and distributes meeting minutes; drafts decisions, letters, and other correspondence; posts information on the website as necessary. Public meetings are primarily held during evening hours.
- Adheres to filing dates and statutory requirements with local and State regulations; Errors could seriously cause delay of service.
- Maintains records and files; investigates records, files or other information resources to obtain necessary information.
- Collects payments for licenses
- Works closely with the State ABCC
- Attends required and optional training to improve job performance.
- Works with the Mayors Flex squad initiative
- Works with other departments as licenses are reviewed
- Maintains and updates information on the city website for office pages.
- Administers special projects as assigned and provides project support for staff as needed.
- Performs similar or related work as required, directed or as situation dictates.
- Attend Monthly night meetings of the License Board

Required Skills/Abilities:

Thorough knowledge of office procedures, practices, office equipment and terminology. Knowledge of applicable Massachusetts General Laws. Knowledge of business English, spelling, and math. Working knowledge of departmental operations as they relate to other city departments and offices. Ability to work cooperatively with other departments. Ability to provide good customer service. Ability to communicate with license applicants and license holders to review regulations and laws related to said license.

Education, Certification, Licensure and Experience:

Associate degree or advanced technical education; two to three years of progressively responsible office experience; or any equivalent combination of education and experience. Bilingual preferred (Spanish/ English).

Fair Labor Standards Act (FLSA) status: Non-Exempt (hourly)

Employment status & Hours: Regular Full-time employment, 35 hours per week, Monday-Friday, 8:30 a.m. to 4:30 p.m. Night meetings with License Board at least once per month.

Salary/Pay rate: \$ 25.25 (minimum) up to \$ 26.68 (maximum) per hour (NAGE Grade 640)

Employee Benefits: Health, Dental, Life Insurance, Optional Vision and Flexible Spending Account (FSA)

How to Apply: Please send resume and cover letter to Personnel@holyoake.org