

AGENDA FOR THE CITY COUNCIL
JUNE 17, 2025

PUBLIC HEARING

PUBLIC COMMENT

REGULAR AND PENDING EXECUTIVE SESSION MINUTES

1. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos- meeting minutes from June 3, 2025.
2. -- November 1, 2022, December 5, 2023, February 6, 2024, and June 11, 2024 Executive Session Minutes - Reviewed and partially released as of April 15, 2025
3. -- January 22, 2024, September, 4, 2024 Executive Session and December 9, 2024 Finance Committee Executive Session Minutes - Reviewed and withheld in entirety as of April 15, 2025

LAIID ON THE TABLE

4. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos, minutes of February 18, 2025 meeting.
5. The Committee on Charter and Rules to whom was referred an order With community support, order that the following section of our Codes of Ordinances and charter be updated to reflect use of email as sufficient for special meeting notice:
Sec. 12. – Special meetings of city council.
The Mayor or City Council President may at any time call a special meeting of the city council by public posting through the city website along with written notifications thereof, together with a statement of the subjects to be considered thereat, to be deposited in the post office, postpaid and addressed to the persons to be notified, at least forty-eight hours before the time appointed for such meeting, or to be left at the usual place of residence of each member of the council, by email at least forty-eight hours before the time appointed for such meeting. (Acts 1965, c. 187; Acts 1992, c. 189)
Recommended that the order be adopted.
6. Proposed FY2026 City Budget
7. Mayor's Updated DPW Admin Budget Page 32

COMMUNICATIONS

8. From Mayor Joshua Garcia- letter appointing Ms. Meghan Connolly of 9 McMahon Drive to serve on the Library Board of Directors. Ms. Connolly will replace Mr. Thomas Gilchrist and will serve the remainder of his term expiring February 2026.
9. From Mayor Joshua Garcia, letter reappointing Mr. Michael Falcetti to the Citizens Advisory Committee. Mr. Falcetti will serve a one-year term expiring June 30, 2026.

10. From Mayor Joshua Garcia- letter appointing Ms. Heather Leenders of 11 Robert Drive to serve on the Commission on Disabilities. Ms Leenders will serve a three-year term, expiring March 2028.
11. From City Treasurer Rory Casey- letter regarding free cash
12. From City Auditor Tanya Wdowiak: FY2025 General Fund & Sewer Enterprise Budget to Actuals to 6/13/2025

FY2025 PILOT Payments to 6/13/2025

13. From City Auditor Tanya Wdowiak- budget revision from the Mayor
Page 1- City Council: Increase of \$10k to Professional Services Line 11122-53010
Page 42- Recreation: Increase of \$5,139 to Recreation Director Line 16301-51101
Here is how I came up with the calculation for the new Directors salary:
3.00% daily (260) daily (261)
83,000.00 85,490.00 328.81 85,818.81
14. Intermunicipal Agreement for Regional Animal control Services
15. From Health Benefit Trust- meeting minutes from 4/7/25.
16. From Holyoke Community Preservation Act Committee-minutes from February 12, 2025, approved minutes from March 12, 2025, minutes from February 26, 2025, Historic and OS Presentations minutes from January 15, 2025, and Housing and OS Presentation minutes from January 22, 2025.
17. From Historical Commission-meeting minutes from February 10, 2025 and March 10, 2025.

PETITIONS

18. Petition of Robert Rose of 414 Hillside Ave Suite 167 for a Home Occupation Permit for a Custom Fabrication Shop.
19. Petition of Ella Sussman and Tyrone O'Banner of 1-9 Martin St. for a Home Occupation Permit for a Psychotherapy/Psychiatric Outpatient Mental health Practice
20. Petition of Sixan MA LLC of 15 Main Street for a Recreational Marijuana retail Establishment

PRESIDENT'S REPORT

REPORTS OF COMMITTEES

21. The Committee on Ordinance to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance
Recommended that the order be adopted, adding the Chief Administrative and Finance Officer (CAFO) to Grade 17 of Schedule A, the Treasurer/Collector to Grade 14 of Schedule A, and the Comptroller to Grade 13 of Schedule A.

22. The Committee on Ordinance to whom was referred an order that the position of Chief Administrative and Financial Officer be created and added to Schedule A
Recommended that the order has been complied with.
23. The Committee on Ordinance to whom was referred an order That the following entry be added to the City Ordinances Sec. 86-325. - Schedule IV: Stop streets, this will be directed to the Ordinance Committee to be heard.
Street Stopped/ Vernon St
Direction of Travel/ Southerly
Intersection/ Main St
Recommended that the order be adopted.
24. -- The Committee on Ordinance to whom was referred an order that That the City of Holyoke amend ordinance that provides Columbus day as a Holiday be updated to wording that reflects that Columbus Day will now be referred to as "Indigenous Peoples Day, formerly known as Columbus Day"
Recommended that the order be adopted as amended, striking out "formerly known as Columbus Day."
25. -- The Committee on Ordinance to whom was referred an order that That Columbus Day holiday ordinance be changed so the holiday be known as both Columbus Day and Indigenous Peoples Day so everyone may celebrate both, one or the other, or neither if they choose according to their own conscience. This will allow the maximum amount of sensitivity to the issue.
Recommended that the order be denied.
26. The Committee on Ordinance to whom was referred an order Handicap application from Yolanda Velazquez for a handicap sign at 120 Oak St. #1.
Recommended that the order be adopted.
27. -- The Committee on Ordinance to whom was referred an order That the ordinance committee review the draft Telecommunication ordinance changes. This is being filed on behalf of a constituent request.
Recommended that the order has been complied with.
28. The Committee on Ordinance to whom was referred an order that the city creates a Housing Committee tasked with creating policy suggestions and implementation of office of tenant protections, office of returning citizens and homelessness liaison. Roles and committee to be created by Ordinance while bylaws to be created by the committee.
The committee should included at least one of the following - 1 tenant in market rate housing, 1 tenant with section 8 voucher holder, 1 tenant with MRVP or continuum of care, 1 tenant of HHA, 1 tenant representative of local organization working on housing issues, 1 home owner, 1 landlord.
Recommended that the order be given a leave to withdraw.
29. -- The Committee on Ordinance to whom was referred an order that we add a Grant Manager position to oversee, streamline, and expand our grant applications and money for our city.
Recommended that the order be given a leave to withdraw.

30. -- The Committee on Ordinance to whom was referred an order that legal review the Boston Cannabis Equity program ordinance and begin to draft language similar to it for the purposes of creating a Holyoke Cannabis Equity program.
Recommended that the order be given a leave to withdraw.
31. -- The Committee on Ordinance to whom was referred an order that we allow for overnight parking on city parking lots for people to sleep in their cars. This would be an added measure in the work already being done to provide a safe, temporary place for our unhoused population until a more long term solution is created.
Recommended that the order be given a leave to withdraw.
32. The Committee on Ordinance to whom was referred a Special permit application of Mass Cannabis Growers Cooperative LLC at 1 Cabot St (048-01-010) to permit a marijuana cultivation facility.
Awaiting disposition
33. The Committee on Ordinance to whom was referred a Special permit application amendment of Blue Fox Brands Inc. at 1 Cabot St (048-01-010) a marijuana manufacturing facility, adding a C1D1 extraction booth.
Awaiting disposition
34. The Committee on Ordinance to whom was referred an order that a public hearing be held inviting the Planning Department, Health and Conservation Departments and the Ordinance Committee to hear the "Pros and Cons" of the possibility of including any additional wording to the "Keeping Backyard Hens" ordinance.
Awaiting disposition
35. The Committee on Ordinance to whom was referred an order That we consider crafting an ordinance stipulating requirements for expenditure of funds of the police special events line and requirements. Example: committee organized event, private businesses participating, alcohol served, who is profiting etc.
Awaiting disposition
36. The Committee on Ordinance to whom was referred an order that honorable city council amend ordinance 38-73 (8) Enumeration of prohibited noises. Drums, loud speakers, and similar devices. To read:
The use of a drum, loudspeaker or any other sound-producing instrument or device for the purpose of attracting attention to any election campaign, performance, show or sale or display of merchandise by the creation of noise, except where authorized by special permit to be issued by the city Licensing board with recommendations from the Chief, who shall make reasonable rules and regulations therefor.
Awaiting disposition
37. The Committee on Ordinance to whom was referred an order that the City examine and study the Schedule A increases that were recommended by the salary study completed in 2014, so that we can implement salary adjustments that are competitive and more aligned with neighboring municipalities in order to retract and retain City employees.
Awaiting disposition

38. The Committee on Ordinance to whom was referred an order That schedules B and C of ordinance 2-35 be updated as appropriate with competitive salaries to attract and retain employees.
Awaiting disposition
39. The Committee on Ordinance to whom was referred an order that Schedule B, Compensation for Elected Officials of Chapter 2 of the Code of Ordinances be amended as follows:
City Clerk: \$90,000
Awaiting disposition
40. -- The Committee on Ordinance to whom was referred an order that honorable city council add a section to Holyoke code of ordinances titled "Human Relations".
Awaiting disposition
41. The Committee on Ordinance to whom was referred an order that the Personnel Department and Law Department work in conjunction to update the following ordinances to reflect a modern Human Resources Department:
Article I
30-1 (a)
82-4 (c)
82-5 (c)
Article II Division I
2-40 (a)
2-43 (e) (k)
2-64
2-66 b (3)
2-67 (a)
2-69 (h)
Article II Division II
2-86
Article II Division VI
2-182 b (3) e (2)
Article III Division II
2-311 a, b, c, d
2-312 a, b (21)
2-313
2-314
Article IV 2-422 (b)
Awaiting disposition
42. The Committee on Ordinance to whom was referred an order that the City Council update its ordinances in Chapter 86 - Traffic and Vehicles to include language that clarifies rules and restrictions related to the city's street sweeping schedule.
Awaiting disposition
43. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2025, TWELVE MILLION SEVEN HUNDRED FIFTY NINE THOUSAND EIGHT HUNDRED SIXTY AND 00/100 Dollars (\$12,759,860)

as follows:

FROM

19141-51999 HEALTH INSURANCE	\$12,759,860
TOTAL	\$12,759,860
TO:	
10002-59753 TR TO DENTAL INS TRUST	\$ 315,000
10002-59790 TR TO HEALTH INS TRUST	12,444,860
TOTAL	\$12,759,860

Recommended that the order be adopted.

44. 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 "MASS CULTURAL COUNCIL CULTURAL DISTRICT INVESTMENT GRANT, \$15,000, 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.

Recommended that the order be adopted.

45. The Committee on Development and Governmental Relations to whom was referred an order City Council explore with the Mayor a residential redevelopment plan for city owned vacant parcels has homes built then sold. City funds coupled with any available grant funding will be used for seed funding with the proceeds of the sales used to build more homes. The long term play for the city is the generation of all of the property tax revenue from these home sales, the new availability of great new housing, the reduction in city owned buildable lots and the growth of population.

Recommended that the order has been complied with.

46. The Committee on Development and Governmental Relations to whom was referred an order to declare Parcel Holyoke Assessors Map 212, Block 00, Parcel 001, Easthampton Road, Holyoke, MA as surplus property and sell to the Massachusetts Department of Fish and Game with an address of 100 Cambridge Street, Suite 620, Boston, MA 02114 for \$270,000.00.

Recommended that the order be given a leave to withdraw.

47. The Committee on Charter and Rules to whom was referred an order that the City Council adopt the attached Special Act to remove future fire chiefs from civil service for the purpose of preserving the longstanding residency requirement for our Fire Chief as embodied in our ordinances. It will also allow the Fire Department to select external candidates and it will make the selection process comparable to Police Chief.

Recommended that the order be adopted.

48. The Committee on Charter and Rules to whom was referred an order City Council Rule 4 is hereby amended as follows: Add the following sentence to the end of the first paragraph of Rule 4.B. – So long as it is in a writing to the Clerk, any member may opt out of having his/her agenda sent via U.S. mail and instead may have the agenda sent via electronic mail, personal delivery by the Administrative Assistant or not at all. Said decision shall remain in force until the Clerk is otherwise notified, in writing, by the member.
Recommended that the order be adopted with amendments
49. The Committee on Charter and Rules to whom was referred an order that the City of Holyoke shall create an Administrative and Finance Department. Said acceptance shall be subject to implementation by city ordinance and any necessary amendments to the City Charter. This order shall be referred concurrently to Charter and Rules and Ordinance to be considered jointly, with recommendations regarding implementation to be reported back to the City Council jointly. See attached: Municipal Modernization Act of 2025.
Recommended that the order be adopted.
50. The Committee on Charter and Rules to whom was referred an order that City Council adopt the attached Substitute Municipal Modernization Ordinance
Recommended that the order has been complied with.
51. The Committee on Charter and Rules to whom was referred an order The City of Holyoke amends any charter, ordinance and any other regulations relative to its Tax Collector and combines the office with its City Treasurer so long as a charter change to appoint rather than elect Holyoke's City Treasurer is approved by the legislature and Holyoke voters.
Recommended that the order has been complied with and referred to the Ordinance Committee.

MOTIONS, ORDERS AND RESOLUTIONS

52. Murphy-Romboletti- Ordered, that That Rule 1 of the City Council be suspended for the purpose of the City Council going on Summer Recess and that the July 1, July 15, and August 19, 2023 meetings be cancelled.
53. Ocasio- Ordered that Park and Rec replace the two picnic tables at the Arena Park on South Summer St. asap. One is broken and is really bad.
54. Ocasio- Ordered that the City put a "No Parking" sign in front of the old Fire Station building on Main St. People park half on the street/sidewalk so people can't use the sidewalks. Police need to enforce and ticket them.
55. Ocasio- Ordered that the DPW repaint the parking lines on South Summer St again, because the paint has faded.
56. Ocasio- Ordered that the City address concerns and/or come up with a plan to stop individuals from using their apartments as storage for mini motorcycles etc. This is very dangerous for residents living in buildings.

57. Vacon- ORDER: Add solar lights to the stop sign & cut back brush to increase visibility of the stop sign at Keyes & County Rd. A driver hit a bike rider during the recent bike race & there have been other accidents at that intersection.
58. Vacon- ORDER: Install a Stop Ahead sign on Keyes Rd when approaching County Rd.
59. Vacon, Jourdain- ORDER: The Treasurer please send the City Council an update on the certification of free cash. We are waiting the promised completed reconciliation & filing of Schedule A & a communication from the Treasurer by the meeting of June 17, 2025.
60. Vacon- ORDER: that speed limit on Cypress & Sequoia be lowered to 15 or 20mph due to safety concerns similar to Bemis. They are being used as a cut through.
61. Vacon- ORDER: Add solar lights to the stop sign & cut back brush to increase visibility of the stop sign at Keyes & County Rd. A driver hit a bike rider during the recent bike race & there have been other accidents at that intersection.
62. Anderson-Burgos - Ordered that the City Council issue proclamations to the headliners of this year's PrideFest on June 21st: Grammy nominated artist and MTV VMA Winner, Mary Lambert, as well as RuPaul's Drag Race and current Drag Race All Stars contestant, Alyssa Hunter.
63. Devine- ORDERED: that the Public Safety Committee meet with the Police Chief or designee as soon as possible to discuss and possibly regulate motorized scooters.
64. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE THOUSAND SEVENTY FIVE AND 00/100 Dollars (\$3,075) as follows:

FROM

16101-51102 REFERENCE LIBRARY ASSISTANT	\$3,075
TOTAL	\$3,075

TO:

16101-51108 CUSTODIAN	\$1,025
16101-51112 FINANCIAL MANAGER	850
16101-51114 COMPUTER COORDINATOR	1,200
TOTAL	\$3,075

65. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "DOE ENERGY EFFICIENT CDBG, \$76,420, 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.

66.

Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "FY25 MA DEPT OF FIRE SERVICES SAFE AND SENIOR SAFE GRANT, \$9,799.85, 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.

67.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWENTY FOUR THOUSAND AND 00/100 Dollars (\$24,000) as follows:

FROM

14251-51102 HOISTING OPERATOR	\$24,000
TOTAL	\$24,000

TO:

6990-10400 FUEL DEPOT	\$24,000
TOTAL	\$24,000

68.

Devine: Order that the amount of one million and five hundred-thousand dollars (\$1,500,000) is appropriated for the purpose of financing the demolition, remodeling, reconstruction, engineering, construction, equipping or re-equipping of various municipal facilities, and purchase of municipal vehicles, including the payment of costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, Section 7 or any other enabling authority.

FURTHER ORDERED: That the Mayor is authorized to contract for and expend any state aid available for the project; and that the Mayor is authorized to take any other action necessary or convenient to carry out these projects.

FURTHER ORDERED: That the Treasurer is authorized to file an application to qualify under Chapter 44A of the General Laws any and all of the bonds or notes authorized to be issued pursuant to this Order, and to provide such information and execute such documents as

may be required for such purposes.

FURTHER ORDERED: That there shall be no change in the purpose of this bond authorization without prior vote of approval by the Holyoke City Council

69. Jourdain- Ordered that the following Charter Change be adopted:

Charter Sec. 39. - City solicitor.

AMEND

FROM:

The city solicitor shall perform those all legal services in which the city is interested and attend to all proceedings at law or in equity to which the city is a party, and to all claims made to the city council. For these purposes he shall have sole charge of all such matters and proceedings. He shall give in writing his legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

TO:

The city solicitor shall perform those legal services in the city as the city council shall establish by ordinance. He or she shall give in writing their legal opinion upon any of the municipal affairs of the city, upon the request of the mayor or city council, and in addition shall give his opinion upon the law relating to municipal affairs in any department, upon request made by the head of such department.

70. Jourdain, Vacon- Ordered, that the following Resolution of the City Council be adopted and a copy be transmitted to the Department of Homeland Security and our federal delegation and the White House. It shall also be used by all departments of the city with their applications for federal funds and grants when necessary:
1. Holyoke is not a sanctuary city.
 2. Mayor Joshua Garcia has publicly declared that Holyoke is not a sanctuary city.
 3. The City Council hereby declares Holyoke is not a sanctuary city.
 4. Holyoke adopted Ordinance 2-68 "No elected official, department head or other city employee shall issue any order that shall knowingly violate any law or regulation of the federal, state or local government or the Constitution of the United States, the Constitution of the Commonwealth of Massachusetts or the Charter of the City of Holyoke, or any lawful order of a court of competent jurisdiction. No such order given shall be valid or shall be enforced by the City of Holyoke or its departments."
 5. To the extent, Holyoke has been deemed a sanctuary city by the federal government for failing to comply with any federal law or regulation, the Department of Homeland Security should notify the Holyoke City Council and Mayor of its specific violation and what steps are needed to remedy.
 6. The City of Holyoke and all of its employees and agents hereby agree to fully comply with all federal laws and regulations. To the extent the city, its employees or

agents have or are violating any federal law or regulation, they shall immediately cease and fully comply.

7. The City of Holyoke requests removal from any identification of our city as a sanctuary city by any federal department or agency.

71.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, TWO THOUSAND SEVENTY FOUR AND 96/100 Dollars (\$2,074.96) as follows:

FROM

12101-51107 PATROLMEN	\$2,074.96
TOTAL	\$2,074.96

TO:

12101-51912 P.O.S.T. STIPEND-CHIEF	\$2,074.96
TOTAL	\$2,074.96

72.

DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2025, THREE HUNDRED FIFTY THREE THOUSAND TWO HUNDRED TWENTY ONE AND 95/100 Dollars (\$353,221.95) as follows:

FROM

12101-51107 PATROLMEN	\$353,221.95
TOTAL	\$353,221.95

TO:

12201-51180 INJURED ON DUTY	\$353,221.95
TOTAL	\$353,221.95

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