

AGENDA FOR THE CITY COUNCIL
NOVEMBER 6, 2025

PUBLIC HEARING

PUBLIC COMMENT

REGULAR AND PENDING EXECUTIVE SESSION MINUTES

1. -- June 11, 2024, September 4, 2024, and April 15, 2025 Executive Session Minutes - Reviewed and ready for partial release as of September 17, 2025
2. -- December 9, 2024 Finance Committee Executive Session Minutes - Reviewed and withheld in entirety as of September 17, 2025
3. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos- meeting minutes from October 21, 2025

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4. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos - October 7, 2025 meeting minutes
5. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos, minutes of February 18, 2025 meeting.
6. 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.

COMMUNICATIONS

7. From Mayor Joshua Garcia-letter vetoing items 96 from October 21, 2025
8. From Assistant City Solicitor Kathleen Degnan-Holyoke PARC Grant Resolution Phase II Anniversary Hill(1)
9. From Tanya Wdowiak, City Auditor, Letter of Resignation effective November 28, 2025
10. From Holyoke Residents-letter to Mayor Garcia regarding noise at Wyckoff Country Club
11. From Edward Owen-Communication request to renew License Agreement
12. From Jack Dowd, Down Insurance, Overview of prevent auto claim trends, COH analysis of vehicles, Police 3 year trend, DPW 3 year trend, COH claim trends

13. From F&M Hideway-Correspondence to City Council-10.30.2025
14. Outreach Meeting for the High End Wellness Company LLC
15. "Documents related to Old Bassett Road Discontinuance
16. Holyoke Road Acceptance Procedure
17. From HEDIC-meeting minutes from September 23, 2025 and Annual Meeting minutes
18. Planning Review Letter - Lyman Group at 40 Lyman Street
19. From City Auditor Wdowiak: 2025 EOY Pilot Payment & 2026 YTD Pilot Payments

PETITIONS

20. Petition from Martin Street Psychiatry PLLC (Ella Sussman)-zone change application for 1-9 Martin St.
21. Petition from Ronald Diaz for a Livery Service at 400 Hillside Ave.

PRESIDENT'S REPORT

REPORTS OF COMMITTEES

22. The Committee on Ordinance to whom was referred an order Handicap application for Ageorgina Reyes of 292 Pine St. #3
Recommended that the order be adopted.

23. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, FIVE THOUSAND and 00/100 Dollars (\$5,000.00) as follows:

FROM

11611-51210 ELECTIONS OFFICERS		\$5,000
	TOTAL	\$5,000

TO:

11612-53030 PRINT/BINDING		\$5,000
	TOTAL	\$5,000

Recommended that the order be adopted.

24. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, TWO THOUSAND AND 00/100 Dollars (\$2,000) as follows:

FROM

11751-51105 SR PROJECT MANAGER	\$2,000
	TOTAL \$2,000

TO:

11751-51300 OPED OVERTIME	\$2,000
	TOTAL TOTAL

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 "MASS DEPARTMENT OF TRANSPORTATION DONATION OF \$73,615 (SEVENTY THREE THOUSAND SIX HUNDRED FIFTEEN AND 00/100 DOLLARS)" 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 donation. This revenue will be used towards funding to support the All-Way Stop initiative for the seven intersections listed below:

- Dwight St at Pine St
- Sargeant St at Commercial St
- Sargeant St at Elm St
- W Franklin St at Linden St
- Sargeant St at Sycamore St
- Appleton St at Elm St
- Cabot Street at Nick Cosmos Way/Commercial St

Recommended that the order be adopted.

26. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, NINE HUNDRED AND 00/100 Dollars (\$900.00) as follows:

FROM

14212-52504 PROPERTY- R&M PELLISSIER BLDG	\$900.00
TOTAL	\$900.00
TO:	
14212-53009 DPW ADMIN CONTRACTED SERVICES	\$900.00
TOTAL	\$900.00

Recommended that the order be adopted.

27. 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 "Holyoke Economic Development Industrial Corporation \$30,000 (THIRTY THOUSAND AND 00/100 DOLLARS) donation" 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 donation. This revenue will be used towards funding to support a contracted Brownfield Consultant. The City intends to provide matching funding through general fund contracted services appropriations for a total of \$60,000 together for this service.

Recommended that the order be adopted.

28. The Committee on Finance to whom was referred a communication From City Solicitor Lisa Ball, Settlement Agreement between The City of Holyoke and the UPSEU Holyoke Public Works Supervisors Local 424, Unit MADIV111

Recommended that the order be received.

29. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, THREE THOUSAND THREE

HUNDRED TWENTY TWO AND 00/100 Dollars (\$3,322) as follows:
FROM

14211-51103 DPW OFFICE MANAGER	\$3,322
TOTAL	\$3,322

TO:

14251-51101 FOREMAN-HIGHWAYS	\$2,201
14301-51106 WASTE/RECYCLE COORDINATOR	1,121
TOTAL	\$3,322
Recommended that the order be adopted.	

30. 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 "FY26 EEA MUNICIPAL VULNERABILITY PREPAREDNESS PROGRAM-HOLYOKE WASTEWATER SYSTEM VULNERABILITY ASSESSMENT, ADAPTION PLAN, & GREEN INFRASTRUCTURE, \$390,000, 10% IN KIND 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.
31. 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 "MASSDOT RECTANGULAR RAPID FLASHING BEACON (RRFB) PEDESTRIAN CROSSWALK ASSEMBLIES DONATION, 2 ASSEMBLIES, ESTIMATED VALUE \$13,250, " 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 donation.
Recommended that the order be adopted.
32. 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 "FY2026 DAM & SEAWALL PROGRAM: DESIGN & PERMIT GRANT, \$250,000, 10% MATCH (\$25,000)" 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.

33. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, TWENTY FIVE THOUSAND AND 00/100 Dollars (\$25,000) as follows:

FROM

19121-51996 WORKERS COMP	\$25,000
TOTAL	\$25,000

TO:

DAM & SEAWALL PROGRAM: DESIGN & PERMIT GRANT MATCH	\$25,000
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TOTAL	\$25,000
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Recommended that the order be adopted.

34. The Committee on Public Safety to whom was referred an order that the City Engineer and DPW report on the frequent flooding on Longfellow as to its severity and planned improvements to prevent future flooding.
Recommended that the order has been complied with.
35. The Committee on Public Safety to whom was referred an order that the DPW replace the stop sign on Linden at Mackenzie with a flashing stop sign.
Recommended that the order be adopted and referred to the Mayor and DPW.
36. The Committee on Public Safety to whom was referred a communication From Andrea Johansen, letter regarding proposed lithium battery site in Westfield
Recommended that the order has been complied with.
37. -- The Committee on Public Safety to whom was referred an order that reps of Holyoke Housing come in and provide and update to residents at Toeofert apartments regarding a letter residents received about the possible removal or remodel of the parks in the area.
Recommended that the order has been complied with.
38. The Committee on Charter and Rules to whom was referred an order that the role of the Public Service and Human Resources Committee as described in Section 9B.iv and 9L and 9M be reviewed and revised.
Recommended that the order be adopted.
39. The Committee on Charter and Rules to whom was referred an order that revisions to Section 7A of our rules be considered. Section 7A reads:7. AGENDA A. At every regular meeting of the Council, the order of business shall be as follows:
- Calling the roll of the members.
 - Pledge of Allegiance followed by the statement "God Bless America, God Bless the City of Holyoke and All its Citizens, and God Bless the City Council."
 - Presentations and reports by invitation of the City Council
 - Public Comment (amended May 15, 2012)
 - Reading the journal of the previous meeting, if requested by the City Council.

vi. Unfinished business of previous meeting.
vii. Communications and reports from city officers
viii. President's Report. ix. Presentation of petitions, memorials, and remonstrances.
x. Reports of Committees.
xi. Motions, orders, and resolutions
xii. Late-Filed orders: A listing of all late file orders from the prior City Council Meeting be listed and attached to the subsequent meetings agenda as an addendum.
The above shall not be departed from but by vote of the majority of the City Council present.
Recommended that the order be adopted.

40. The Committee on Charter and Rules to whom was referred an order that a new rule 6.H. be added to the City Council rules.

Proposed Rule 6.H:

"Any member of the Council, upon being recognized by the President, may pose a question to be answered by the Law Department."

Recommended that the order be adopted.

41. The Committee on Charter and Rules to whom was referred an order Council rules be amended to ban outright all late filed orders, communications and any other business of the Council unless it is a matter of absolute emergency to the city and no member objects.

4-15-25 Jourdain-Council rules be amended to ban outright all late filed orders, communications and any other business of the Council unless it is a matter of absolute critical business of the city and no member objects.

Recommended that the order be adopted.

42. The Committee on Charter and Rules to whom was referred an order That the Law Department render an opinion as to whether a City Councilor can be censured for disruption of any City Council proceeding whether at regular meetings of the City Council or any sub-committee of the City Council.

Recommended that the order has been complied with.

43. The Committee on Charter and Rules to whom was referred an order That the Law Department check with surrounding cities and towns as to how they might censure an elected official due to lack of decorum or other offenses.

Recommended that the order has been complied with.

44. The Committee on Charter and Rules to whom was referred a communication From Atty Jane Mantolesky, Asst City Solicitor, opinion on ability to censure councilors for disruption in meetings.

Recommended that the order has been complied with.

45. The Committee on Charter and Rules to whom was referred an order That the Law Department issue an opinion as to whether there are any repercussions for an elected City Councilor who may "Use their position to impede any government operation in carrying out their duties.

Recommended that the order has been complied with.

46. The Committee on Charter and Rules to whom was referred an order that City Council Rule 9.I be revised from "Subcommittees should not be allowed to meet at the same time/same night." to "Subcommittees should not be allowed to meet at the same time/same night unless the Chairs of two or more Sub-Committees have called for a joint meeting."
Recommended that the order be adopted.
47. The Committee on Charter and Rules to whom was referred an order that the City Council Charter & Rules committee discuss the Council's long history of interpretation relative to Section 22 of the Charter that a vote to pass the first and then a vote to pass the second reading are required before final passage may occur under the provisions of that Section. That the Council also continue to follow our current procedure if and until the Council votes to change that procedure and understanding of Section 22 through a lawful method to be determined up to and including a possible Charter Change.
Section 22 of the Charter
Sec. 22. - Power as to laying out, etc., of streets; damages; ordinances, etc., involving expenditures in excess of two hundred dollars.
The city council shall, with the approval of the mayor, have exclusive authority and power to order the laying out, locating anew or discontinuing of all streets and ways and highways within the limits of the city, and to assess the damage sustained by any person thereby, and further, except as herein otherwise provided, to act in all matters relating to such laying out, locating anew, altering or discontinuing. Any person aggrieved by the assessment of his damages, or other action of the city council under this section, shall have all the rights and privileges now allowed by law in such cases in appeals from decisions of the selectmen of towns. Any ordinance, order, resolution or vote involving the appropriation or expenditure of money to an amount which may exceed two hundred dollars, shall require for its passage the affirmative votes of a majority of all the members of the city council. Every such ordinance, order, resolution or vote shall be read twice, with an interval of at least three days between the two readings, before being finally passed; and the vote at its final passage shall be taken by roll call; provided, however, that upon and after the written recommendation of the mayor the city council may pass such ordinance, order, resolution or vote on the same day by a two-thirds yea and nay vote.
Recommended that the order has been complied with.

MOTIONS, ORDERS AND RESOLUTIONS

48. RIVERA, I. - Ordered that the ordinance for the Parking Advisory Committee be reviewed and updated based on discussion with PAC. See attached current ordinance language for reference.
49. Rivera, J- Ordered that the DPW install a Handicap Sign at 182 Lyman St. for Ricardo Qquendo
50. Bartley- HPD closely monitor and enforce the "no parking" ordinance, signs and striping proximate to 485 South St. Thank you to DPW for adding the striping on short notice to delineate the no parking. Refer to HPD and DPW. Refer to Public Safety for follow-up with HPD.

51. Bartley-Ordered that the DPW remove the handicap sign at 43 King St. It is no longer needed.
52. Devine- ORDERED: That this be added to the Zoning Ordinance that addresses NOISE VIOLATIONS: after the words: "At the point or points where such elements shall be most apparent" Noise, Vibration, Glare, Odors
53. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "COMPLETE STREETS GRANT – RACE STREET, \$285,631.88, NO MATCH" 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.
54. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "MASS PRESERVATION PROJECT – CITY HALL STAINED GLASS WINDOWS GRANT, \$65,000, NO MATCH" 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.
55. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS PARKLAND ACQUISITIONS AND RENOVATIONS FOR COMMUNITIES GRANT: SCOTT TOWER, \$425,000, NO MATCH" 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.
56. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "MASSDOT CENTER CITY CONNECTOR 3

PROJECT GRANT, \$5,341,978.91, NO MATCH" 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.

57. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, NINE THOUSAND EIGHT HUNDRED THIRTY AND 34/100 Dollars (\$9,830.34) as follows:
FROM

12201-51103 FIRE CAPTAIN	\$3,663.90
12201-51104 FIRE LIEUTENANT	3,142.74
12201-51105 FIREFIGHTER	2,645.73
TOTAL	\$9,452.37
TO:	
12201-51180 INJURED ON DUTY	\$9,452.37
PP#8 TOTAL	\$9,452.37

58. Jourdain- That the DPW please install instructional signs on side streets on Homestead road connecting to Brenan Street and Michigan Avenue to advise large Tractor Trailer trucks it is not safe to cut through this neighborhood. These trucks cannot fit and are damaging residents property think they can take a shortcut through this neighborhood instead of going down to the Westfield Rd light. DPW needs to install these signs asap please. Friendly reminder that these are not truck exclusion signs needing state approval but informational signs for safety of residents and drivers.
59. Jourdain, Vacon- Ordered, Treasurer please appear before the finance committee to explain how he is paying the city bills with no payments from the state & no cash transfer requests submitted to the city council. That our Auditor share any information provided to her office re: any cash transfers to pay city payroll & bills.
60. Jourdain, Vacon- That the Human Resources Department post the appointed Treasurer position asap.
61. Jourdain, Vacon- That the Mayor fund and DPW please install a new sidewalk on Homestead Avenue between Kane and Upland Roads, as well as, fix the sidewalk in front of 55 Kane Road where tree roots have uplifted the sidewalk.

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