

AGENDA FOR THE CITY COUNCIL
MARCH 3, 2026

[IGNORE_INDENT]

PRESIDENT'S REPORT

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 February 17, 2026

LAI D ON THE TABLE

4. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos - October 7, 2025 meeting minutes
5. Vacon- ORDER: The city council requests City Councilor At-Large Israel Rivera to recuse himself on votes affecting the police department while on probation & ethics/conflicts of interest complaints are pending.

COMMUNICATIONS

6. From Mayor Joshua A. Garcia, Letter of appointment for Mr. Kevin A. Rice of 52 Fairfield Avenue to serve on the Local Historic District Commission. Mr. Rice will replace Mr. Stephen Fay and will finish the remainder of Mr. Fay's term expiring July 1, 2028.
7. From Mayor Joshua A. Garcia, Letter of appointment for Mr. Kevin A. Rice of 52 Fairfield Avenue to serve on the Historical Commission. Mr. Rice will replace Ms. Lizabath Rodriguez and will finish the remainder of Ms. Rodriguez's term expiring April 16, 2027.
8. From Massachusetts Attorney General - Response to Open Meeting Law complaint , Councilor Linda Vacon 2026-21
9. From the Board of Fire Commission, minutes of the January 21, 2026 meeting.
10. From Alicia Zoeller, Office of Community Development, request for reprogramming of 2025 CDBG funding, updated DGR recommendations for 2026 CDBG funding.
11. From Alicia Zoeller, Office of Community Development, clarification of opioid settlement fund administrative costs.

12. From Holyoke Economic Development and Industrial Corporation, minutes of November 20, 2025 and January 22, 2026 meetings.
13. From Holyoke Redevelopment Authority, minutes of January 21, 2026 meeting.

PETITIONS

14. Petition of Riverside Cannabis LLC for marijuana establishment at 1 Cabot Street
15. Petition of Jonathan Nieves-Vidot for Livery Service at 131 Waldo Street
16. Petition of Wright Block LLC at 106-120 High Street for reconstruction of non-conforming structure to reconstruct two egress staircases at the rear of 106 and 120 High Street.

REPORTS OF COMMITTEES

17. The Committee on Ordinance to whom was referred an order The city's engineer and its law department review the definition of "motorized scooter" in Chapter 86-1 of city ordinances and advise the City council on whether the definition should be amended. Recommended that the order be adopted.
18. The Committee on Ordinance to whom was referred an order that the ordinance committee review the ordinance for repairing cars on city streets or in driveways, particularly the changes that were made a few years ago that allowed certain repairs to be made on the street or in driveways. Recommended that the order has been complied with.
19. The Committee on Ordinance to whom was referred an order By request of several business owners, update Graffiti ordinances 74-100 & 74-101 to transfer law enforcement responsibilities onto HPD instead of property owners. OR, give building owners warnings with a grace period of a specified number of days to clean up the graffiti BEFORE being fined. Building owners are currently fined for Graffiti creation on their property. This seems unfair as building owners are not tagging their own property and cannot control unlawful acts happening to their property. Recommended that the order has been complied with, and a communication be sent to the Board of Health Director that the BOG make an informal policy change to allow property owners 14 days instead of 7 days to address graffiti on their property.
20. The Committee on Ordinance to whom was referred an order 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 Recommended that the order be given a leave to withdraw.
21. The Committee on Ordinance to whom was referred an order That the ordinance for battery storage be reviewed, and revised language be considered for small & large scale battery storage projects, due to new information documenting safety concerns. Recommended that the order be given a leave to withdraw.

22. The Committee on Ordinance to whom was referred an order The crosswalk and pedestrian signal on Homestead Ave at HCC's main gate remains in limbo. It's now going on 8 years since original orders were filed. Some progress was made under the tenure of Mike McManus but very little since. Order the City Engineer, HFD Alarm Division and DPW provide an update to City Council on when this dangerous situation will be corrected. Please respond with a communication in 30 days.
Recommended that the order be given a leave to withdraw.
23. The Committee on Ordinance to whom was referred an order The City Engineer review the feasibility of a mid-block crosswalk on Homestead Ave. proximate to the secondary entrance to HCC. (This entrance is N of the main gate). If it is feasible and if there is financing to install (you would need to make it ADA compliant) then please send a report to Ordinance. If not feasible, please send a communication to City Council by its first meeting in May 2025.
Recommended that the order be given a leave to withdraw.
24. The Committee on Ordinance to whom was referred an order The city council ordain a new crosswalk near the main gate to Holyoke Community College.
Recommended that the order be given a leave to withdraw.
25. The Committee on Ordinance to whom was referred an order The City Engineer review the parking situation on West Glen St. where it meets Northampton St. Residents feel with cars on both sides of the street it's too narrow a gap for more than one car to pass and is dangerous for first responders to navigate. Please determine whether the 20' limit is enough. If not, please recommend any amendments.
Recommended that the order be given a leave to withdraw.
26. 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, \$15,000.00, 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.
27. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY THOUSAND AND 00/100 Dollars (\$50,000.00)** as follows:
FROM

8815-10400 CANNABIS STABILIZATION	\$50,000.00
TOTAL	\$50,000.00

TO:

19442-53003 SOLICITOR LEGAL SERVICES	\$50,000.00
TOTAL	\$50,000.00

Recommended that the order be adopted.

28. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **EIGHTEEN THOUSAND TWO HUNDRED FIFTY AND 00/100 Dollars (\$18,250.00)** as follows:
FROM

12101-51107 PAY-PATROL OFFICERS	\$18,250.00
TOTAL	\$18,250.00

TO:

19131-51999 UNEMPLOYMENT COMPENSATION	\$18,250.00
TOTAL	\$18,250.00

Recommended that the order be adopted.

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, **FIFTY THOUSAND AND 00/100 Dollars (\$50,000.00)** as follows:
FROM

19161-51999 F.I.C.A.-MEDICARE	\$50,000.00
TOTAL	\$50,000.00

TO:

19131-51999 UNEMPLOYMENT COMPENSATION	\$50,000.00
TOTAL	\$50,000.00

Recommended that the order be adopted.

30. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 2026, **FIFTY FIVE THOUSAND EIGHT HUNDRED AND 00/100 Dollars (\$55,800.00)** as follows:
FROM

11381-51102 PAY-ASSISTANT C.P.O.	\$55,800.00
TOTAL	\$55,800.00

TO:

11461-51107 PAY-REVENUE COLLECTION SPCLST	\$17,100.00
11451-51132 PAY-PAYROLL SPECIALIST	4,100.00
11451-51101 PAY-TREASURER	7,200.00
11351-51101 PAY-AUDITOR	6,400.00
19202-57200 OUT OF STATE TRAVEL	21,000.00
TOTAL	\$55,800.00

Recommended that the order be adopted.

31. The Committee on Finance to whom was referred an order request our outside auditor provide an update on the status of the 2023 & 2024 audits, in person or by written update as soon as possible.

Recommended that the order has been complied with.

32. The Committee on Finance to whom was referred an order 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.
Recommended that the order has been complied with.
33. The Committee on Finance to whom was referred an order Mayor, Treasurer and other officials named in the DLS letters of 9/22/25 and 10/1/25 provide a status report to the City Council as to the commands imposed by the State relative to unreconciled accounts for Fiscal Years 2023, 2024 and 2025. The letter orders the City to comply no later than 12/1/2025. Here's a direct quote from the 10/1/25 letter (emphasis in the original): PLEASE BE ADVISED THAT you MUST complete all outstanding reconciliations within 60 days of the date of this letter.
Recommended that the order has been complied with.
34. The Committee on Development and Governmental Relations to whom was referred a Special permit for a driveway in a front yard application of Cindy Ely to add a driveway/parking pad at 17 Myrtle Ave (112-00-100) per sec 6.1.8.1
Recommended that the special permit be granted.
35. The Committee on Development and Governmental Relations to whom was referred an order that the City Council invite the Board of Health to a DGR meeting to discuss the vacant building fees and get an update.
Recommended that the order has been complied with.
36. The Committee on Development and Governmental Relations to whom was referred an order FFY2026 Community Development Block Grant Applications (Proposal Book), FFY2026 Spreadsheet and Annual Plan Calendar.
Recommended that the CDBG allocation recommendations and HOME funds resolution be adopted.
37. The Committee on Charter and Rules to whom was referred an order that the Law Dept review the Charter and previously adopted Special Act to identify any additional changes in order to reflect the recent adoption of the Municipal Modernization Act.
Awaiting disposition
38. The Committee on Charter and Rules to whom was referred an order that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 46 of the Holyoke Charter to reflect the residency clause set by ordinance.
Awaiting disposition
39. The Committee on Charter and Rules to whom was referred an order that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 45 of the Holyoke Charter to reflect the residency clause set by ordinance.
Awaiting disposition

40. The Committee on Charter and Rules to whom was referred an order that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 15 of the Holyoke Charter to reflect the new appointing authorities to financial departments be set by ordinance.
Awaiting disposition
41. The Committee on Charter and Rules to whom was referred an order that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 6 of the Holyoke Charter to remove all references to the city treasurer.
Awaiting disposition
42. The Committee on Charter and Rules to whom was referred an order that the Law Department and City Council review Section 22 of the Holyoke Charter to consider amendments to clarify its language, and to examine whether provisions therein related to the \$200 threshold for applicability, and for voting procedure and thresholds, should be revised or eliminated.
Awaiting disposition
43. The Committee on Charter and Rules to whom was referred an order that the City Solicitor advise the Council as to under what circumstances, if any, a person wishing to participate in public comment, or to speak at a public hearing, is obliged to give their name and address for the record, and what the legal basis for any such requirement would be. The question arises because contrary to the Council's general understanding, there appears to be no such requirement set forth in the Council's current Rules, and there has been contention over the issue that should be resolved.
Awaiting disposition
44. The Committee on Charter and Rules to whom was referred an order that the Council Rules be examined and revised as necessary to clarify the Rule 9 provisions relating to legal form and committee procedure.
Awaiting disposition
45. The Committee on Charter and Rules to whom was referred an order that the City Council amend its Rules to establish clearer and more stringent guidelines governing Public Comment, including, but not limited to, requiring that individuals participating remotely keep their cameras on while speaking during Public Comment.
Awaiting disposition
46. The Committee on Charter and Rules to whom was referred an order add a rule that any city councilor named by a speaker during public speak has 2 minutes to respond at the end of public speak
Awaiting disposition

MOTIONS, ORDERS AND RESOLUTIONS

47. Panitch, Thalheimer: Ordered that representatives of the DPW and Holyoke's Emergency Response team join the Public Safety Committee for an in-depth presentation on the city's snow response protocols, and a lessons-learned analysis based on Holyoke's response to the past two major snow events. This analysis is

intended to (1) better inform the public and the Council about the details of how snow removal is managed in the city; (2) correct misunderstandings, if any; (3) provide an opportunity for a public exchange of information among the relevant city departments, the public, and councilors; and (4) provide the Council and the public the information and tools we need to be better partners for our emergency responders and DPW professionals.

48. Panitch: Ordered that Council Rule 8(L) be amended to conform to the Council's practice with respect to approval of amendments to said Rules; and further ordered that the Council take such measures as are necessary to affirm that Rules amendments adopted in the past without strict compliance with Rule 8(L) as currently worded shall be deemed to have been validly adopted.
49. Panitch: ordered that sections 13 and 24 of the Holyoke Charter be amended as necessary to conform to any changes to Section 22, and to provide that except where otherwise specified by the Charter or by state law, every ordinance shall be considered as adopted by final action by vote of a simple majority of all members of the city council, voting in a recorded roll-call vote.
50. Rivera, I. - Order that the honorable city council provide a proclamation to the Holyoke High Wrestling team for their win of the MIAA division III West Wrestling Championship, and in additions that the honorable city council provide Jose Santiago (120 lbs.), Jesus Morales (215 lbs.), and Parker Brunelle (285 lbs) with individual proclamations recognizing their individual championship wins within their divisions.
51. Rivera, I. - Order that the honorable city council in collaboration with the Mayor create a Lived Experience Committee (LEC) that would assist in advising the city regarding community efforts around topics of Homelessness, Substance Use Disorder, Education and Quality of Life issues.
This committee is to be comprised of Holyoke residents hailing from all 7 wards capturing representation from all over the city.
52. Rivera, J. - ORDERED: That the Holyoke City Council authorize and approve a six-month pilot program allowing the temporary use of two on-street parking spaces directly in front of 267 High Street to operate as valet parking spaces during business hours.
FURTHER ORDERED: That this pilot program is intended to support accessibility for a senior wellness center providing direct primary care services to individuals aged 55 and older, many of whom experience mobility limitations or other health-related accessibility challenges.
FURTHER ORDERED: That the operation of said valet parking spaces be subject to review and oversight by the appropriate City department(s), including but not limited to the Parking Committee, and comply with any required signage, meter coverage, traffic management, insurance, permitting, or operational conditions deemed necessary by the City.
FURTHER ORDERED: That vehicles utilizing the valet service be parked in the municipal parking lot on Suffolk Street, with applicable parking fees paid, and that the pilot program be evaluated at the conclusion of the six-month period to determine its effectiveness and any impact on surrounding parking availability, traffic flow, and downtown activity.

FURTHER ORDERED: That this matter be referred to the appropriate committee for review and recommendation.

53. Rivera, J. - ORDERED: That the Holyoke City Council request the Holyoke Police Department to appear before the appropriate committee to explain the policies, procedures, and enforcement practices related to complaints against property owners who fail to clear snow and ice from sidewalks in accordance with City ordinance.
FURTHER ORDERED: That this matter be referred to the Public Safety Committee for review and discussion, including how repeated complaints are handled when properties have been reported multiple times without compliance.
FURTHER ORDERED: That this information be provided to increase transparency, inform residents, and better prepare the City Council, the City, and the public for future snow events.
54. Thalheimer -- Invite Tapestry Health to an upcoming Public Safety meeting for a conversation highlighting the work that they are doing in Holyoke, specifically around harm reduction.
55. Devine - Ordered that the Charter and Rules committee, Law Department and Parks and Recreation department check if wording in the appropriate Charter section can be changed so that city lifeguards can be given raises.
56. Devine, Sullivan, Anderson-Burgos, Magrath-Smith, Maisonet - Ordered that the city staff attending the Tyler Tech conference in April be requested to come to a Finance Committee meeting to report on what they learned at the conference.
57. Devine- ORDERED: That the Retirement Board conduct a feasibility study to fund Chapter 32 S90, a, c, d for half pay for retirees.
58. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the **"FY26 RECYCLING DIVIDENDS PROGRAM \$7,800.00, 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.
59. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the **"FY26 EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY EARMARK \$50,000.00"** 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.

60. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **TWENTY ONE THOUSAND AND 00/100 Dollars (\$21,000.00)** as follows:
FROM

11381-51102 PAY-ASSISTANT C.P.O.	\$21,000.00
	TOTAL \$21,000.00

TO:

19202-57200 OUT OF STATE TRAVEL	\$21,000.00
	TOTAL \$21,000.00

61. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **THIRTY FOUR THOUSAND EIGHT HUNDRED AND 00/100 Dollars (\$34,800.00)** as follows:
FROM

11381-51102 PAY-ASSISTANT C.P.O.	\$34,800.00
	TOTAL \$34,800.00

TO:

11461-51107 PAY-REVENUE COLLECTION SPCLST	\$17,100.00
11451-51132 PAY-PAYROLL SPECIALIST	4,100.00
11451-51101 PAY-TREASURER	7,200.00
11351-51101 PAY-AUDITOR	6,400.00
	TOTAL \$34,800.00

62. Magrath-Smith - Ordered, that Sec. 54-18. on removal of shopping carts be revised to add that establishments who employ shopping carts must ensure that a locking wheel system is used and that businesses have a responsibility to maintain them/handle removal of carts. Review and revise the existing enforcement structure for carts found off property.
63. Magrath-Smith, Ordered - that our winter parking ordinance be revised as necessary for clarity, functionality, and flexibility based on constituent and DPW needs.
64. Murphy-Romboletti - Ordered that the St. Patrick's Day Parade Committee and the Ancient Order of Hibernians be invited to the March 17, 2026 meeting to continue the annual tradition of kicking off "green season" and presenting proclamations to the Parade Committee President, their award winners, and to award winners of the AOH.
Parade Committee President - James Wildman
Citizenship Award Winner - Miracle League of Western Massachusetts
Thomas Rohan Award Winner - Tessa Murphy-Romboletti
Gallivan Award Winner - James Menard
George E. O'connell Award Winner - D.J. O'Connor
Ladies AOH Lady of the Year Award Winner - Catherine "Kit" Collamore
AOH Man Man of the Year Award Winner - Jordan Lemieux
AOH Christian Charity Award Winner - Sister Betty Sullivan

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

[IGNORE_INDENT]



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

February 13, 2026

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

RECEIVED

FEB 13 2026

Holyoke City Clerk's
Holyoke, MA

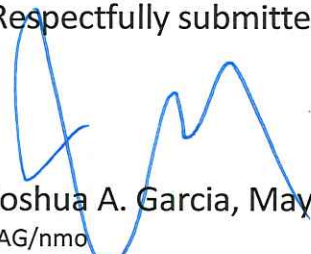
Dear Councilors,

Subject to your approval and in accordance with Chapter 18 Article III sec. 18-95, I hereby appoint the following individual to the Local Historic District Commission (Fairfield Avenue):

Mr. Kevin A. Rice
52 Fairfield Avenue
Holyoke, MA 01040

Mr. Rice will replace Mr. Stephen Fay and will finish Mr. Fay's term; said term will expire July 1, 2028.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG/nmo

CC: Kevin A. Rice
Eric Nakajima



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

February 12, 2026

RECEIVED

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

FEB 13 2026

Holyoke City Clerk's
Holyoke, MA

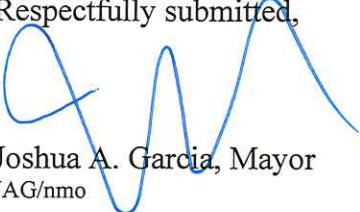
Honorable Council Members:

Subject to your approval, I hereby appoint the following individual to serve as a member of the Historical Commission for the City of Holyoke:

Mr. Kevin A. Rice
52 Fairfield Avenue
Holyoke, MA 01040

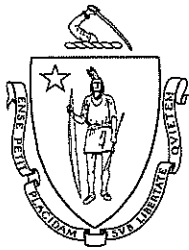
Mr. Rice will replace Lizabeth Rodriguez and will finish Ms. Rodriguez' term; said term will expire on April 16, 2027.

Respectfully submitted,



Joshua A. Garcia, Mayor
JAG/nmo

CC: Kevin A. Rice
Eric Nakajima



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

ANDREA JOY CAMPBELL
ATTORNEY GENERAL

(617) 727-2200
www.mass.gov/ago

February 13, 2026

OML 2026 – 21

RECEIVED

VIA EMAIL ONLY

FEB 24 2026

Kathleen E. Degnan, Esq.
Assistant City Solicitor, City of Holyoke
20 Korean Veterans Plaza
City Hall Annex, Suite 204
Holyoke, MA 01040-5019
degnank@holyoke.org

Holyoke City Clerk's
Holyoke, MA

RE: Open Meeting Law Complaint

Dear Attorney Degnan:

This office received a complaint from City Councilor Linda Vacon on May 21, 2025,¹ alleging that the Holyoke City Council (the "Council") violated the Open Meeting Law, G.L. c. 30A, §§ 18-25. The complaint was originally filed with the Council on or about March 18, and you responded on behalf of the Council by letter dated April 2.² The complaint alleges that a group that included City Council President Tessa Murphy-Romboletti, Councilor Meagan Magrath-Smith, the Mayor, and "members of the personnel and law departments and others" constituted a public body subject to the Open Meeting Law and that this group failed to comply with the Open Meeting Law by failing to post meeting notices, hold meetings open to the public, and create and maintain meeting minutes. We also understand the complaint to allege that, due to their involvement in the group, Ms. Murphy-Romboletti and Ms. Magrath-Smith must have improperly deliberated outside of a posted meeting where they constituted a quorum of the Council's Charter and Rules Committee.

Following our review, we find that the group in question was not a public body for purposes of the Open Meeting Law and that Ms. Murphy-Romboletti and Ms. Magrath-Smith

¹ All dates are in 2025, unless otherwise stated.

² The Council asserts that the complaint was received on April 1; however, the complaint was included as a topic on the notice for the Council's April 1 meeting, which was posted on March 28. Therefore, we find it is more likely that the complaint was received sometime on or about March 18.

did not improperly deliberate outside of a posted meeting. In reaching this determination, we reviewed the Open Meeting Law complaint, the Council's response, the request for further review, and a video recording of an April 7 meeting of the Charter and Rules Committee.³ We also reviewed a March 13 letter written by Ms. Murphy-Romboletti as well as affidavits submitted to our office by Ms. Murphy-Romboletti and Ms. Magrath-Smith. Finally, we also communicated with the Council's attorney by telephone and email.⁴

FACTS

We find the facts to be as follows. Around the time of the events of the complaint, the City of Holyoke was making efforts to modernize its finance department.

The Council is a thirteen-member public body; therefore, seven members constitute a quorum. The Council has several standing committees, including the Charter and Rules Committee. The Charter and Rules Committee (the "Committee") is a three-member public body; therefore, two members constitute a quorum. At the time of the events of the complaint, the Committee's membership included Ms. Murphy-Romboletti, Ms. Magrath-Smith, and the complainant, Councilor Linda Vacon. According to the City's website, the Committee's jurisdiction concerns "[m]atters related to review and amendment of the City Charter and Holyoke City Council Rules."

On or about March 14, the City Clerk emailed the full Council an agenda and documents for an upcoming Council meeting. Included with these documents was a letter dated March 13 written by Ms. Murphy-Romboletti and addressed to the Council. In the letter, Ms. Murphy-Romboletti explained that a working group had been formed and was meeting bi-weekly "to assess necessary ordinance changes, job descriptions, and potential charter revisions." The letter further explained that "we have identified several other necessary ordinance changes, some of which are time-sensitive. To streamline this process and avoid a fragmented, piecemeal approach, we intend to introduce the Holyoke Municipal Finance Modernization Act—a comprehensive legislative package." Finally, the letter explained that the working group was comprised of Ms. Murphy-Romboletti and "the Mayor, Treasurer, Chairs of [the] Ordinance [Committee] and [the] Charter and Rules [Committee], and members of the Personnel and Law departments," and that the group was "also leveraging the expertise of the City's contracted financial consultant, TJ Plante."

On April 7 the Committee held a meeting during which it was presented with a plan to adopt changes and modernize the City's finance department, including the proposed Municipal Finance Modernization Act of 2025.

³ A video recording of the April 7 meeting was accessed at <https://www.holyoke.org/meetings/charter-and-rules-committee-meeting-april-7-2025/#/tab-video>.

⁴ For the sake of clarity, we refer to you in the third person.

DISCUSSION

I. We find that the group referenced in Ms. Murphy-Romboletti's March 13 letter was not a public body subject to the Open Meeting Law.

The Open Meeting Law defines a “public body” as any “multiple-member board, commission, committee or subcommittee within the executive or legislative branch or within any county, district, city, region or town, however created, elected, appointed or otherwise constituted, established to serve a public purpose.” G.L. c. 30A, § 18. The Law further explains “that a subcommittee shall include any multiple-member body created to advise or make recommendations to a public body.” Id.

To determine whether a multiple-member entity is a public body subject to the Open Meeting Law, there are three factors we consider:

- 1) the entity must be “within” government and not excluded from the definition of “public body”;
- 2) the entity must be a “body” empowered to act collectively; and
- 3) the entity must serve a “public purpose.”

See OML 2017-118; OML 2016-102; OML 2012-20; OML 2011-42; OML 2010-1.⁵

We have found that an entity does not satisfy the second prong of the public body analysis where it serves an administrative function by compiling data and providing information to the municipality but has no quorum requirement, takes no votes, makes no formal recommendations to a public body and is not empowered with decision-making or policy-advisory authority. See OML 2023-149; OML 2023-231; OML 2013-56. Additionally, we have consistently found that groups of employees who work together to carry out their job duties, which groups lack a fixed membership and are not empowered to take collective action, are not public bodies subject to the Open Meeting Law. See OML 2022-56 (explaining that city planning department staff who worked together to review wetlands ordinances and propose amendments for consideration by the city council did not constitute a public body); OML 2021-150 (explaining that a group of federal, state, and local employees who coordinated on a project was not a public body where the group lacked a defined membership and set quorum and was not empowered to act collectively); OML 2015-41 (“Though several individuals work for the Agency, it is not a multiple member body empowered to act collectively because it does not have a fixed membership requiring a vote by a quorum of members in order to make decisions and conduct business.”).

The complaint alleges that the working group referenced in Ms. Murphy-Romboletti's March 13 letter to the Council constitutes a public body under the Open Meeting Law and violated the Law by failing to post meeting notices, hold meetings open to the public, or create meeting minutes. In its response and in additional communications with our office, the Council maintains that the working group was created by the Mayor for the purpose of gathering

⁵ Open Meeting Law determinations may be found at the Attorney General's website, www.mass.gov/ago/openmeeting.

information to assist the Mayor in efforts to modernize the City's finance department. Specifically, the group worked on the Municipal Finance Modernization Act presented during the Committee's April 7 meeting. The Council further maintains that the group, which consisted primarily of City employees, did not have a set membership or a quorum requirement; that it would meet regardless of the number of individuals present; that it did not take formal votes; and that it was not empowered with any decision-making or policy-advisory authority. Finally, the Council explains that the proposed Municipal Finance Modernization Act, which the group was formed to assist with, was drafted by the City's financial consultant and Treasurer.

Absent sufficient evidence to the contrary, we credit the Council's account of the facts. See OML 2023-121; OML 2017-93; OML 2016-141; see also LaPointe v. License Board of Worcester, 389 Mass. 454 (1983). Therefore, we find that the working group fails the second prong of the public body analysis where it was not empowered to act collectively. As such, the working group was not a public body subject to the Open Meeting Law. See OML 2025-215 (group not public body subject to the Open Meeting Law where it failed the second prong of the public body test); OML 2024-118 (same); OML 2015-83 (same).⁶

II. We find that Ms. Murphy-Romboletti and Ms. Magrath-Smith did not improperly deliberate outside of a posted meeting regarding matters within the Committee's jurisdiction.

The Open Meeting Law requires that all deliberations of a public body occur during a properly noticed meeting that is open to the public, unless an executive session has been properly convened. See G.L. c. 30A, §§ 18; 20(a) & (b). The Law defines "deliberation" broadly as any communication "between or among a quorum of a public body on any public business within its jurisdiction." G.L. c. 30A, § 18. The Law does include a few exceptions to the definition of deliberation for "the distribution of a meeting agenda, scheduling information or distribution of other procedural meeting [information] or the distribution of reports or documents that may be discussed at a meeting, provided that no opinion of a member is expressed." Id. For purposes of the Open Meeting Law, a quorum is "a simple majority of the members of the public body." Id. A one-way communication from one public body member to a quorum on matters within the body's jurisdiction is a deliberation, even if no other public body member responds. See OML 2020-136; OML 2016-104; OML 2015-33; OML 2012-73. Moreover, the Open Meeting Law does not carve out an exception to the definition of "deliberation" for communications that do not result in a decision or vote, and a public body may not engage in serial communication whereby a quorum of the body communicates outside of a proper meeting on matters within the body's jurisdiction in a non-contemporaneous manner. See OML 2015-3; OML 2012-84; OML 2011-27; McCrea v. Flaherty, 71 Mass. App. Ct. 637 (2008) (holding that private serial communications violate the spirit of the Open Meeting Law and may not be used to circumvent the intent of the Law).

⁶ Because we decide that the group was not a public body because it failed the second prong of the public body test, we need not reach the question of whether, as the Council asserts, the group fell within the exception to the definition of "public body" established by the Supreme Judicial Court in Connelly v. School Committee of Hanover, 409 Mass. 232 (1991).

We understand the complaint to allege that because Ms. Murphy-Romboletti and Ms. Magrath-Smith constituted a quorum of the Committee and were involved with the working group, which worked on a matter that came before the Committee, they must have improperly deliberated outside of a posted meeting.

In response to a request from our office for more information regarding communications between Ms. Murphy-Romboletti and Ms. Magrath-Smith, each provided an affidavit swearing that they did not communicate with each other about matters within the jurisdiction of the Committee. Specifically, Ms. Murphy-Romboletti and Ms. Magrath-Smith each assert that they did not communicate with each other regarding the Municipal Finance Modernization Act, "nor any ordinance changes, job descriptions, salary changes, or potential charter changes referred to in [the March 13] letter because those changes were all inclusive of the [Municipal Finance Modernization Act] and were drafted by" the City's financial consultant and Treasurer. The affidavits assert that the only communication between Ms. Murphy-Romboletti and Ms. Magrath-Smith that occurred outside of a posted meeting concerned the procedures for holding a joint meeting of the Ordinance Committee and the Charter and Rules Committee. Finally, Ms. Magrath-Smith asserts that to the extent there were bi-weekly meetings, she did not attend these as her schedule would not have allowed her to. Based on the information before us, we find that Ms. Murphy-Romboletti and Ms. Magrath-Smith did not deliberate outside of a posted meeting regarding the Municipal Finance Modernization Act and related topics.

CONCLUSION

For the reasons stated above, we find that the working group referenced in Ms. Murphy-Romboletti's March 13 letter was not a public body for purposes of the Open Meeting Law and that Ms. Murphy-Romboletti and Ms. Magrath-Smith did not deliberate outside of a posted meeting regarding matters within the Committee's jurisdiction.

We now consider the complaint addressed by this determination to be resolved. This determination does not address any other complaints that may be pending with the Council or with our office. Please feel free to contact our office at (617) 963-2540 if you have any questions regarding this letter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elizabeth Carnes Flynn', with a stylized flourish at the end.

Elizabeth Carnes Flynn
Assistant Attorney General
Division of Open Government

cc: Tessa R. Murphy-Romboletti, President, Holyoke City Council
(via email: tessaforholyoke@gmail.com)
Meg Magrath-Smith, Councilor, Holyoke City Council
(via email: megmagrath@gmail.com)
Linda Vacon, Councilor, Holyoke City Council
(via email: lindavac@aol.com)
Holyoke City Clerk (via email: clerks@holyoke.org)

This determination was issued pursuant to G.L. c. 30A, § 23(c). A public body or any member of a body aggrieved by a final order of the Attorney General may obtain judicial review through an action filed in Superior Court pursuant to G.L. c. 30A, § 23(d). The complaint must be filed in Superior Court within twenty-one days of receipt of a final order.

Board of Fire Commission Meeting Minutes		Date: January 21, 2026 Time: 5:00 p.m. Location: Fire Department Headquarters		RECEIVED JAN 26 2026
Meeting called by:	Chairman Mettey	Note taker: D. Glenn		
Type of meeting:	Regular Monthly	Timekeeper: D. Glenn	Held at City Clerk's Office, MA	
Facilitator:	Chief Kadlewicz		Approved	
Attendees:	George Mettey, Jeffrey Trask			
Absent:	Nelson Lopez			
Staff in Attendance:	Chief John Kadlewicz and Dale Glenn			
Also: City Councilor Anne Thalheimer				
A. Opening of Meeting		Chairman Mettey	Time: 5:00 p.m.	
Discussion: #1 on the agenda Commissioner Mettey opened the meeting of the Board of Fire Commissioners with a verbal roll call of those present along with the pledge of allegiance and a prayer. #2 agenda item – Minutes: The Board of Fire Commissioners reviewed the minutes from December 17, 2025 #3 on the agenda – Fire Chief's Report: - Injured on Duty/Light Duty/Administrative Duty/Administrative Leave - Overtime Expenditures #4 Old Business - Firefighter Recruits: The Fire Chief explained that out of the (8) recruit candidates only (5) made it through the process and will begin their 1st day of employment on February 9, 2026. The Training Division is working on a level of skill for our recruits before they move to work on the apparatus and then head off to the Massachusetts Firefighting Academy. The recruits will be headed to the Fire Academy in June. The Department is (3) short from where the staffing levels should be and in April 2026 we obtain a list at that time. Local registration is an avenue Commissioner Mettey is questioning Fire Chief Kadlewicz on the logistics in going in this direction. Civil Service created a new way utilizing local residents to be able to be placed on this list and be eligible for being hired. There is a process and Fire Chief Kadlewicz will research this process and update the Fire Commissioners. - Updates on the Fire Stations: Station #3 there is a company ready and waiting for better weather to begin work on fixing the leaks. Station #1 roof is now good with the replacement of shingles. Exterior lighting for Station #1 Mayor Garcia is exploring options for this upgrade to Municipal Buildings. #5 New Business : - Re-Organization of Board members – the Board is collectively agreeing to wait to re-organize until February to allow for all Board members to be present for this process. Commissioner Mettey will remain the Chairman until such time. - Fiscal Year 2027 Budget: Mayor Garcia has notified all department heads and will be coming soon. Fire Chief Kadlewicz notified the Board of Fire Commissioners there is a new mandate for turnout gear and will have to outfit all firefighters with updated gear. - It is time to add an additional administrative assistant and will be seeking to add this position back into the Fire Department budget. The board is asking for an increase in pay for the current administrative assistant. - Performance Plans: Commissioner Mettey asked Fire Chief Kadlewicz where this is for him within the upcoming year and how it is going. Chief Kadlewicz responded with a few goals he is considering such as new ambulance and the opioid funding. - Union Local 1693 is changing to Local 40 - City Councilor Anne Thalheimer joined the Board of Fire Commissioners to introduce herself and gain insight into the workings of the Board's role within the Fire Department. Councilor Thalheimer stated she is the Chair of the Public Safety Committee and urges the Board and Fire Chief Kadlewicz to reach out anytime. #6 Executive Session – not needed at this meeting #7 Close Meeting				

	Motions
	Motions: Commissioner Mettey entertained a motion to accept the minutes from December 17, 2025, Commissioner Trask made the motion and was 2nd by Commissioner Mettey; motion carried Commissioner Mettey entertained a motion to accept the Fire Chief's report, Commissioner Trask made the motion and was 2nd by Commissioner Mettey; motion carried. Commissioner Mettey makes a motion to nominate Commissioner Trask as Chairman, Commissioner Trask made the motion and was 2nd by Commissioner Mettey; motion carried. Roll call vote Commissioner Mettey yes and Commissioner Trask yes. Unanimous vote Commissioner Trask makes a motion to nominate Commissioner Mettey as Vice Chairman, Commissioner Mettey made the motion and was 2nd by Commissioner Trask, motion carried. Roll call vote Commissioner Trask yes and Commissioner Mettey yes. Unanimous vote Commissioner Mettey entertained a motion to adjourn, Commissioner Trask made the motion and was 2nd by Commissioner Mettey; motion carried. Meeting adjourned at 5:46pm

Wednesday, January 21, 2026

Injured on Duty

1 Fire Lieutenant

1 Firefighter

Light Duty

FMLA

Overtime Budget	\$461,766.00
Transfers In	\$300,000.00
Revised Budget	\$761,766.00
Currently Expended	\$475,070.83
Available Balance	\$286,695.17

Average Expended Per Pay Period \$31,671.38

Last Pay Period \$13,200.01



Mayor Joshua A. Garcia
City of Holyoke

Alicia M. Zoeller, Administrator
Office for Community Development

RECEIVED

FEB 27 2026

Holyoke City Clerk's
Holyoke, MA

February 27, 2026

Holyoke City Council
536 Dwight Street
Holyoke MA 01040

Re: Request for Consideration of FY205 CDBG Reprogramming Activities
DGR Committee Recommendations on FY2026 CDBG Allocations

Dear Honorable City Council:

I am writing regarding two separate CDBG-related processes.

FY2025 Reprogramming

Attached please find an FY2025 CDBG Reprogramming Notice for your review and comments to the Mayor. I respectfully request that you accept this letter as a communication and refer it to the DGR Committee for consideration at its meeting on March 23, 2026. As part of the reprogramming process, the DGR and City Council are invited to make comments to the Mayor.

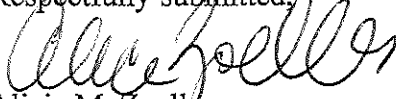
The reprogramming request will be submitted to HUD by March 30, 2026.

FY2026 CDBG Allocations

Also attached please find the FY2026 CDBG Allocations as recommended by the DGR Committee. Please consider these recommendations and the Resolution at your next meeting.

Thank you for your consideration.

Respectfully submitted,


Alicia M. Zoeller
Administrator

Cc: Mayor Garcia

RECEIVED

FEB 24 2026

Holyoke City Clerk's
Holyoke, MA

PUBLIC NOTICE- COMMENT PERIOD AND PUBLIC HEARINGS
City of Holyoke, Massachusetts
Community Development Block Grant (CDBG)
Notice of Amendment of FY2025 Annual Plan (CDBG)

The City of Holyoke Office for Community Development is designated as the lead agency for the preparation and submission of the City's Annual Action Plan for Community Development Programs, funded by the U. S. Department of Housing and Urban Development (HUD) and is proposing to amend its FY2025 Annual Action Plan (CDBG). The City of Holyoke expects to submit the Substantial Amendment to HUD on or before March 30, 2026.

PUBLIC COMMENT PERIOD:

The thirty-day public comment period begins on February 25, 2026 and ends at 12:00 pm EST on March 27, 2026. The City will accept comments from the public on this Amendment during this timeframe. Comments on the Substantial Amendment will be accepted in writing to: City of Holyoke Office for Community Development, City Hall Annex, Room 400, Holyoke MA 01040 or via email to zoellera@holyoke.org or provided orally by telephone to 413-322-5615.

PUBLIC HEARINGS:

The City of Holyoke Office for Community Development will conduct a joint public hearing and meeting of the Citizens Advisory Council on Monday March 16, 2025 at 1:00 pm virtually <https://us02web.zoom.us/j/84266843088> or one tap mobile +13017158592, 84266843088# US and at 5:00 pm in the Community Room of the Holyoke Public Library, 250 Chestnut Street, Holyoke MA 01040. The purpose of the public hearing is to review proposed plan amendments to the FY2025 Annual Plan as shown below. Additional information is available at www.holyoke.org or by calling (413) 322-5610.

Upon completion of the public comment period and the public hearing, and after consideration of all comments and testimony received, Mayor Joshua Garcia will make final FY2025 CDBG Re-Programming allocations for submission to HUD.

Language translation services and accessibility services are available for all meetings upon request at least five business days prior to the meeting date to 413-322-5610.

Date of Notice: February 25, 2026

K:\Reprogramming\2025 Reprog Notice.docx

FY2025 Proposed Reprogramming

FY2025 Reprogramming from FY2025 Funds					
Amendment	Agency	Original Proposal	Reprogramming Proposal	Original CDBG Amount	Reprogrammed CDBG Award
Change in Matrix Code	Girls Inc.	Afterschool Program (Public Service)	Water heater, signage, emergency lighting (Public Facility)	\$14,394	\$14,394
Change in Matrix Code	YMCA	Youth sports (Public Service)	Audio and intercom for emergency communications (Public Facility)	\$19,193	\$19,193
Change in Funding Amount	Holyoke Youth Hockey	Youth hockey	-	\$9596	\$0
Change in Funding Amount	Holyoke Parks Dept.	Youth sports	-	\$14,394	\$0
Change in Funding Amount	Providence Ministries	Food Pantry	-	\$47,982	\$52,780
Change in Funding Amount	Providence Ministries	Evening Meal	-	\$23,990	\$28,788
Change in Funding Amount	Jones Ferry River Access Center	Improvements	-	\$170,426	\$177,623
Change in Funding Amount	Pulaski Park	Improvements	-	\$119,954	\$127,151
FY2025 Reprogramming from Unallocated PY Funds					
Change in Funding Amount/New Activity	Anniversary Hill	Park rehab	Restoration of Scott Tower	-	\$59,000

FY2026 Allocations

FFY2026 SPREADSHEET- COMMUNITY DEVELOPMENT BLOCK GRANT 7/1/2026-6/30/2027

<i>NON PUBLIC SERVICES (NPS) PROPOSALS</i>	FFY26 REQUEST	OCD	CAC	MAYOR	DEV. & GVT. REL. COMMITTEE	FULL COUNCIL	FFY26 AWARD MAYOR
CLEARANCE AND DEMOLITION							
Holyoke Building Department Demolition of TBD properties	\$ 2,927,100	\$ 256,711	\$ 200,000	\$ 106,711	\$ 200,000		
ECONOMIC DEVELOPMENT							
Office for Community Development Façade Improvement Program	\$ 100,000	\$ -	\$ 50,000	\$ -	\$ 50,000		
HOUSING							
OneHolyoke CDC Neighborhood Improvement Program- Home Rehab	\$ 250,000	\$ -	\$ 235,856	\$ -	\$ 235,856		
Revitalize CDC Holyoke Home Preservation- Roof Program	\$ 500,000	\$ 500,000	\$ 235,855	\$ 250,000	\$ 235,855		
PUBLIC FACILITIES AND INFRASTRUCTURE							
Office for Community Development Spring Street Public Plaza	\$ 300,000	\$ -	\$ -	\$ 300,000			
Wistariahurst Museum Ramp Repair and Automatic Door	\$ 10,600	\$ 10,600	\$ 10,600	\$ 10,600	\$ 10,600		
Department of Public Works Sewer Infrastructure	\$ 1,000,000	\$ -	\$ -	\$ -			
Winter Parking Ban Storm Light Assmt & Design	\$ 100,000	\$ -	\$ -	\$ 100,000			
Sidewalks and ADA ramps	\$ 2,680,521	\$ -	\$ -	\$ -			
Greater Holyoke YMCA Energy Improvements	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000		
Holyoke Public Schools School Playground	\$ 508,000	\$ -	\$ -	\$ -			
Total Non-Public Services	\$ 8,411,221	\$ 767,311	\$ 767,311	\$ 767,311	\$ 767,311	\$ -	\$ -
Total Non-Public Service Requests	\$8,411,221						
Total Non-Public Service Available	\$767,311						
Requests vs Available Funds	\$ (7,643,910)						

\$767,311
Remaining

FY2026 Allocations

NON PUBLIC SERVICES (NPS) PROPOSALS

PUBLIC SERVICES (PS) PROPOSALS

PUBLIC SERVICES- YOUTH

	FFY26 REQUEST	OCD	CAC	MAYOR	DEV. & GVT. REL. COMMITTEE	FULL COUNCIL	FFY26 AWARD MAYOR
Girls Inc.							
Strong, Smart Bold Girls Programs	\$ 15,000	\$ -	\$ -	\$ -			
Holyoke Safe Neighborhood							
Back to School Event	\$ 6,100	\$ 2,072	\$ -	\$ -	\$ 2,072		

PUBLIC SERVICES- ELDERLY/HANDICAPPED

Access Care Partners fka WesternMass Eldercare							
Meal delivery for older adults	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000		
Holyoke Council on Aging							
Senior meal program	\$ 105,000	\$ 60,000	\$ 62,072	\$ 62,072	\$ 60,000		

PUBLIC SERVICES - SOCIAL SERVICES

Board of Health							
Wellness Center for Unhoused	\$ 500,000	\$ -	\$ -				
Providence Ministries for the Needy							
Margaret's Pantry- Food Pantry	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		
Kate's Kitchen- Evening Meal	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		
YWCA							
Holyoke Young Parents Program- Furnishings	\$ 9,984	\$ -	\$ -	\$ -			
Families First							
Power of Parenting Seminars	\$ 15,000	\$ -	\$ -	\$ -			

Total Public Services	\$ 766,084	\$ 177,072	\$ 177,072	\$ 177,072	\$ 177,072	\$ -	\$ -
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Requested Public Services	\$ 766,084
Available for Public Services (15% Max.)	\$ 177,072
Requests vs. Available Funds	\$ (589,012)

\$ 177,072
Remaining

FY2026 Allocations

	FFY26 REQUEST	OCD	CAC	MAYOR	DEV. & GVT. REL. COMMITTEE	FULL COUNCIL	FFY26 AWARD MAYOR
ADMINISTRATION & PLANNING							
Office for Community Development Administration and planning CDBG	\$236,092		\$236,092	\$ 236,092	\$ 236,092		
Total Admin & Planning	\$ 236,092		\$236,092	\$ 236,092	\$ 236,092	\$ -	\$ -
Requested for Admin & Plan	\$ 236,092					\$ 236,092	
Max. Plan & Admin Allocation (20%)	\$ 236,092					Remaining	

CDBG Resources	ESTIMATE	FINAL
FY2026 Allocation	\$ 1,180,479	
Additional Unprogrammed. Prior Year Funds*	\$ -	
Total CDBG Available	\$ 1,180,479	
CDBG Category Allocation Breakdown		
Max. Public Service Allocation (15%)	\$ 177,072	
Max. Plan & Admin Allocation (20%)	\$ 236,096	
Non Public Service Allocation	\$ 767,311	
Total CDBG ESTIMATE	\$ 1,180,479	
*Additional prior year CDBG funds may become available as current activities are completed under budget. Prior year funds may only be allocated towards Non-Public Service activities and will be allocated on a pro-portion basis to each funded activity. FY2025 actual CDBG Grant is 4.037% less than estimated.		

HOLYOKE'S USE OF HOME FUNDS	PROPOSED APPROX. ALLOCATIONS	FINAL
Holyoke		
Rental Unit Development*	\$ -	
Homeowner Unit Development*	\$ 361,689	
Direct Buyer Assistance*	\$ 23,087	
Administration (10%)	\$ 58,809	
Holyoke Total	\$ 443,585	
Holyoke Allocation (52.8%)	\$ 384,776	
Chicopee Allocation (32.1%)	\$ 252,877	
Westfield Allocation (15.1%)	\$ 118,457	
	\$ 756,110	
FY2026 CONSORTIUM TOTAL HOME (ESTIMATE)	\$ 840,123	

* Prior year HOME funds may be used for rental unit development or other HOME eligible activities. .

HOME activities will be determined by RFP in FY2026.

Actual breakdown of HOME awards depends on proposals submitted and MA EOHLC local contribution requirements for projects in the LIHTC pipeline.

This FY2026 Allocation Spreadsheet is presented in accordance with HUD CPD Notice (pending) and the City of Holyoke contingency language in the draft FY2026 Annual Plan. Actual CDBG and HOME allocations have not been announced; this FY2026 Allocation Spreadsheet is based upon estimated amounts from FY2025 awards. Proposed activity allocations (budgets) will be proportionally increased or decreased from the estimated funding level to match actual allocation amounts.

Questions or comments:

Alicia Zoeller, Administrator

Office for Community Development

zoellera@holyoke.org 413-322-5610

www.holyoke.org



Mayor Joshua A. Garcia
City of Holyoke

Alicia M. Zoeller, Administrator
Office for Community Development

RECEIVED

FEB 27 2026

MEMORANDUM

To: Honorable City Council
From: Ashley Sturges, Office for Community Development
Date: February 27, 2026
Subject: Clarification of Opioid Settlement Fund Administrative Costs

Holyoke City Clerk's
- Holyoke, MA

Dear Honorable City Council:

This memorandum serves two purposes:

1. To provide an update and clarification regarding the administration of the City's Opioid Settlement Funds; and
2. To forward the 2026 Board of Health Opioid Funding Recommendations for your review. The Opioid Advisory Committee recommendations will be forthcoming.

Attached for your review are:

- A signed clarification memorandum from Mayor Garcia;
- An amendment to the Opioid Settlement Fund Management Plan; and
- The 2026 Board of Health Opioid Funding Recommendations.

As clarified in the attached documents, administrative costs will continue to be tracked on a time-on-task basis but will be paid from unallocated Opioid Settlement Funds, preserving full programmatic funding for eligible opioid response initiatives. The previously submitted administrative funding application will be withdrawn, as it is no longer needed under this updated approach.

I respectfully request that you accept this memorandum as a communication and refer it to the appropriate committee for consideration at its meeting on **March 23, 2026**,

Please contact our office with any questions or for additional information.

Respectfully submitted,

Ashley Sturges
Office for Community Development
City of Holyoke

Opioid Settlement Fund Management Plan Amendment – Administrative Costs

To: City Auditor, City Treasurer, Office for Community Development
From: Mayor Joshua García
Re: Administrative Cost Allocation for Opioid Settlement Funds

Date: February 20, 2026

This memorandum serves as justification for an amendment to the City of Holyoke's Opioid Settlement Fund Management Plan regarding administrative fees and staffing costs.

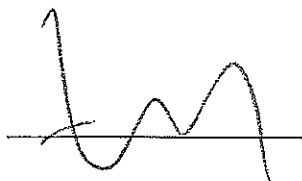
Since the adoption of the Management Plan, questions have arisen regarding how administrative work supporting the Opioid Settlement Fund should be funded, tracked, and allocated. This amendment is necessary to eliminate ambiguity and ensure consistent, transparent, and compliant administration of the program.

The Office for Community Development possesses the professional expertise, systems, and institutional capacity required to manage complex public funding programs, including procurement, compliance, financial reporting, and community engagement. Centralizing administrative costs within unallocated Opioid Settlement Funds ensures that funded programs are not disproportionately burdened with overhead expenses and that administrative charges are applied equitably and consistently.

Administrative costs will be charged strictly on a **time-on-task basis**, using existing staff at their approved municipal pay rates, and only for work directly related to Opioid Settlement Fund administration. This approach aligns with HUD CDBG standards, Part 200 OMB guidance, and best practices in public fund management.

This amendment does not increase allowable administrative spending beyond established limits and does not reduce the City's commitment to directing the maximum feasible portion of Opioid Settlement Funds toward evidence-based prevention, treatment, harm reduction, and recovery services.

Accordingly, this amendment is both necessary and appropriate to ensure effective oversight, compliance, and long-term stewardship of Opioid Settlement Funds.

A handwritten signature in black ink, appearing to read 'Joshua Garcia', is written over a horizontal line.

Mayor Joshua García

- Hourly charges shall be based on the employee's **current approved municipal pay rate**, inclusive of fringe benefits where applicable.
- Administrative work eligible for reimbursement includes, but is not limited to:
 - Financial management and accounting
 - Contract drafting, execution, and amendments
 - Procurement and compliance oversight
 - Required state and public reporting
 - Subrecipient monitoring and performance review
 - Community engagement, community needs assessment and public process support
 - Coordination with City departments, advisory bodies, and external partners

No administrative costs may be charged for work unrelated to Opioid Settlement Fund management.

Administrative Supplies and Operational Costs

Administrative supplies and operational costs necessary to support the effective management, oversight, and compliance of the Opioid Settlement Fund are allowable administrative expenses, subject to funding availability and applicable cost limits consistent with U.S Office of Management and Budget (2 CFR §200.403(i)).

Allowable administrative supplies and services include, but are not limited to:

- Office and program supplies necessary for fund administration
- Printing, copying, and mailing costs related to public notices, outreach, and reporting related to program management
- Technology and software required for financial tracking, reporting, data collection, and document management
- Translation and interpretation services to ensure equitable community participation
- Advertising and public notice expenses associated with community engagement and required public processes
- Meeting-related costs, including but not limited to materials, accessibility accommodations, and virtual meeting platforms
- Professional services directly supporting administrative compliance, reporting, or monitoring functions

All such costs must be:

- **Reasonable and necessary** for the administration of the Opioid Settlement Fund
- **Directly attributable** to program oversight, compliance, or community engagement

Recommendations to Mayor

CATEGORY/SUBCATEGORY	QC CODE	AGENCY/ORGANIZATION	PROJECT TITLE	TOTAL PROJECT COST	TOTAL OSAF REQUESTED	COAC	CCD	BOH	DGR	CITY COUNCIL	MAYOR/FINAL
1. Opioid Use Disorder Treatment											
a. Mobile/Telehealth/Recovery Services	1a	Holyoke Health Center	Recovery Community Support Program	\$ 724,811.00	\$ 724,837.00			\$ 200,000.00			
2. Support People In Treatment & Recovery											
a. Wrap-around Services	2a	Office for Community Development/Mayor	Opioid Community Care Manager Program	\$ 381,300.00	\$ 381,300.00			\$ -			
	2a	Hampden County Career Center INC, DBA Masshire Holyoke	Holyoke's Community Ambassador program	\$ 220,333.10	\$ 220,333.10			\$ 150,000.00			
b. Housing Support	2b	Michael J Dias Foundation	MJD Women's Sober Home	\$ 100,000.00	\$ 100,000.00			\$ -			
d. Peer Support Specialists	2d	Holyoke Medical Center	Recovery Coach	\$ 231,539.17	\$ 231,539.17			\$ 181,000.00			
	2d	Gándara Mental Health Center, Inc. (Gándara)	Recovery Case Management (RCM)	\$ 724,811.00	\$ 724,811.00			\$ 200,000.00			
4. Harm Reduction											
a. Naloxone Access	4a-4h	Holyoke Board of Health	Harm Reduction	\$ 99,244.00	\$ 99,244.00			\$ -			
	4a-4h	Tapestry Health	Holyoke Harm Reduction	\$ 342,121.00	\$ 342,121.00			\$ 200,000.00			
g. Active Outreach	4g	Holyoke Police Department	Sworn Opioid Response Officer	\$ 255,000.00	\$ 255,000.00			\$ -			
h. Services for People Not in Treatment	4h	Center for Human Development	Dwight Street Drop In Center	\$ 398,368.00	\$ 398,368.00			\$ 50,000.00			
	4h	Holyoke Fire Department	Transport Ambulance	\$ 750,000.00	\$ 750,000.00			\$ -			
	4h	Providence Ministries for the Needy	Emergency Harm Reduction	\$ 150,000.00	\$ 120,000.00			\$ 120,000.00			
7. Prevention & Education											
a. Evidence-Based Programs	7a & 7d	Greater Holyoke YMCA	Mental Health First-Aid Capacity Building	\$ 17,762.00	\$ 17,762.00			\$ 17,762.00			
Administration and Planning											
		Office for Community Development	Admin and planning of opioid grants	\$ -350,000.00	\$ -350,000.00			\$ -			
Total Allocated:						\$ -	\$ -	\$ 1,118,762.00	\$ -	\$ -	
Remaining:						\$ 1,000,000.00	\$ 1,000,000.00	\$ (118,762.00)	\$ 1,000,000.00	\$ 1,000,000.00	
Available to Distribute:						\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	



Mayor Joshua A. Garcia

HEDIC

City of Holyoke

Eric Nakajima, Executive Director

February 27, 2026

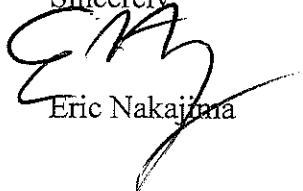
Holyoke City Council
City of Holyoke
Holyoke, MA 01040

RECEIVED
FEB 27 2026
Holyoke City Clerk's
Holyoke, MA

Dear Councilors:

Please find attached minutes of the Holyoke Economic Development and Industrial Corporation for its November 20, 2025 and January 22, 2026 meetings. Please contact me at 322-5655 if there are any questions.

Sincerely,


Eric Nakajima

Holyoke Economic Development and Industrial Corporation
Meeting Minutes of Thursday, November 20, 2025 at 5:00 p.m.
Held via Zoom Meeting ID: 83399336914

Members Present:

Joseph McGiverin
Catherine Pratt
Antonio Quinones
Carl Eger, Jr.

Staff Present:

Aaron Vega, Executive Director
John Dyjach, Assistant Director

Others Present: Jane Mantolesky, Asst. City Solicitor

1. Call to Order

Chairperson McGiverin called the meeting to order at 5:02 p.m. and stated that the meeting is being held remotely in accordance with State law and being recorded in . A roll call followed:

<u>Name</u>	<u>Present</u>
Joseph McGiverin	Y
Antonio Quinones	Y
Catherine Pratt	Y
Carl Eger	Y

Chairperson McGiverin stated there was a request to take the agenda out of order and enter the Executive Session. Carl Eger then made a motion to take the agenda items out-of-order and enter into Executive Session. The motion was seconded by Joseph McGiverin and a roll-call followed:

<u>Name</u>	<u>Yes</u>
Antonio Quinones	Y
Joseph McGiverin	Y
Catherine Pratt	Y
Carl Eger	Y

The Board returned from the Executive session at 5:28 p.m. and Chairperson McGiverin requested a roll-call to reconvene the meeting:

<u>Name</u>	<u>Yes</u>
Antonio Quinones	Y
Joseph McGiverin	Y
Catherine Pratt	Y
Carl Eger	Y

Chairperson McGiverin stated that in the Executive session the Board considered a pending real estate matter and at the request of the Assistant City Solicitor, the Board took a vote to announce that HEDIC has a Purchase and Sale Agreement for land parcels on Whiting Farms Road. He explained that the agreement is in accordance with HEDIC's agreement with Holyoke Gas & Electric for land acquired by them as part of the dam acquisition from Northeast Utilities. Mr. McGiverin added that HEDIC's role was defined in an economic development plan to market the land for commercial and industrial purposes and noted that the property remained vacant and available for development for well over a decade. A vote was then taken to announce that HEDIC has entered into a Purchase and Sale Agreement for the Whiting Farms Roads land identified as Map 120, Block 0, Parcels 012 ,045 and 046.

2. Board Business

a. Minutes of October 23, 2025

Carl Eger made a motion to approve the regular session minutes of October 23, 2025. Said motion was seconded by Joseph McGiverin and a roll call followed:

<u>Name</u>	<u>Yes</u>
Joseph McGiverin	Y

Antonio Quinones	Y
Catherine Pratt	Y
Carl Eger	Y

b. Bank Certificate of Deposit

John Dyjach explained that to receive the IntraFi insurance offered by PeoplesBank for HEDIC's Certificate of Deposit the Board would need to authorize the opening of a new account. He said that the bank offered the same CD rate for twelve months as well as shorter terms. Chairperson McGiverin asked staff to inquire with Peoples as to why HEDIC was not informed earlier. Carl Eger then made a motion to authorize the opening of a twelve-month CD with PeopleBank. Said motion was seconded by Joseph McGiverin and a roll call followed:

<u>Name</u>	<u>Yes</u>
Joseph McGiverin	Y
Antonio Quinones	Y
Catherine Pratt	Y
Carl Eger	Y

c. Funding Request for Administrative Support Staffing

Aaron Vega explained that the office is seeking funding from HEDIC as well as the Holyoke Redevelopment Authority in the amount of \$10,000 each to help pay for administrative support. He said the staff has been working without administrative support for about six months because the clerk position was cut from the office budget. Mr. Vega said that going forward the plan would be to request that the position be funded again by the City budget. Joseph McGiverin made a motion for HEDIC to support the office by authorizing \$10,000 to help fund administrative support. Said motion was seconded by Catherine Pratt and a roll call followed:

<u>Name</u>	<u>Yes</u>
Joseph McGiverin	Y
Antonio Quinones	Y
Catherine Pratt	Y
Carl Eger	Y

3. HEDIC Loan Program

a. Raw Beauty Brand

John Dyjach explained that the borrower, Raw Beauty Brand, has requested a deferral of payments until January and then given until April to become current on the HEDIC loan. He said the borrower explained that the business would now run out of their home and by not having to pay rent they will have the ability to catch up on loan payments. Mr. Dyjach referred the Board to the repayment agreement in the meeting packet and said that legal options discussed at a previous meeting remain an option if the borrower does not meet the obligations. He added that staff also suggested that the borrower consider business resources to assist.

Carl Eger made a motion to authorize the repayment agreement. Said motion was seconded by Joseph McGiverin and a roll call vote followed:

<u>Name</u>	<u>Yes</u>
Antonio Quinones	Y
Joseph McGiverin	Y
Catherine Pratt	Y
Carl Eger	Y

b. Rutto Bats

John Dyjach explained that there are ongoing discussions with the lenders involved in the Rutto Bats loan to support the company's efforts. He said that a payment deferral is being considered but no formal request has been made. He noted that MassDevelopment is involved through a subordinate loan and that the borrower's financial reports and projections indicate progress is being made.

4. Other Business

a. Aaron Vega updated that staff continues to explore opportunities for HEDIC involvement in downtown area properties and projects. He noted that there may be opportunities to work with the Redevelopment Authority as their efforts at the southern end of High Street start to ramp up.

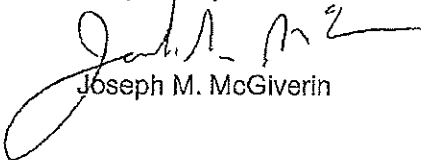
b. Aaron Vega noted that the Brownfields program funding from the City is being finalized and will match the \$30K approved by HEDIC. He said the program eligibility criteria and application will need to be considered and that there was recent interest in the program from a property owner on Gatehouse Road.

5. Adjournment

At 6:05 p.m., Carl Eger made a motion to adjourn the meeting. Said motion was seconded by Antonio Quinones and a roll call vote followed:

<u>Name</u>	<u>Yes</u>
Joseph McGiverin	Y
Antonio Quinones	Y
Catherine Pratt	Y
Carl Eger	Y

Respectfully submitted,



Joseph M. McGiverin

HOLYOKE ECONOMIC DEVELOPMENT AND INDUSTRIAL CORPORATION

Meeting Minutes of January 22, 2026
Holyoke City Hall - Room 6
536 Dwight Street, Holyoke, MA
and via Zoom Meeting ID: 83767895729

Members Present:

Joseph McGiverin
Catherine Pratt
Antonio Quinones
Callie Flanagan
Michael Sullivan

Staff Present:

Eric Nakajima, Executive Director
John Dyjach, Assistant Director
Alexandria Maysonet, License Board Clerk

Other(s) Present: Atty. Jane Mantolesky, Asst. City Solicitor

1. Call to Order:

Chairperson McGiverin called the meeting to order at 5:01 p.m. and stated that the meeting is being held in person, remotely and being recorded. A roll-call followed:

<u>Name</u>	<u>Present</u>
Catherine Pratt	Y
Antonio Quinones	Y
Callie Flanagan	Y
Joseph McGiverin	Y

2. Board Business

- a. **Meeting Minutes of November 20, 2025:** A motion was made by Catherine Pratt and seconded by Joseph McGiverin to approve the meeting minutes of November 20, 2025. A roll call vote followed:

<u>Name</u>	<u>Vote</u>
Catherine Pratt	Y
Antonio Quinones	Y
Callie Flanagan	Y
Joseph McGiverin	Y

3. HEDIC Loan Program

- a. **Loans:** John Dyjach reported that the payment extension agreement with Raw Beauty Brand was signed and the first payment was received. Regarding the loan with Rutto Bats, he said that discussions continue with the participating lenders on ways to best support the borrower and to possible restructure the loan agreement.
- b. **Loan Program Status:** John Dyjach said that there has been minimal interest and that staff are rethinking ways to better implement the program. He thinks that limited marketing and the changing lending landscape are contributing factors to the limited activity. Additionally, staff's capacity to administer the program remains a consideration in the evaluation of its future direction.

4. Other Business

Chairperson McGiverin welcomed Eric Nakajima the new Director of the Office of Planning and Economic Development. Mr. Nakajima thanked Chairperson McGiverin and the Board. He provided some of his background and said he is very excited to be part of the Mayor's and City's team.

5. Executive Meeting

At 5:16 p.m. a motion was made by Callie Flanagan and seconded by Antonio Quinones to enter the Executive Meeting. A roll call vote followed:

<u>Name</u>	<u>Vote</u>
Catherine Pratt	Y
Antonio Quinones	Y
Callie Flanagan	Y
Joseph McGiverin	Y

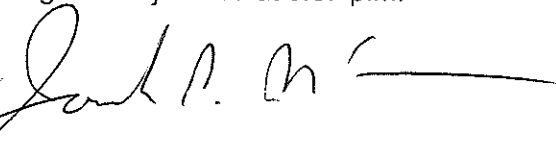
6. Adjournment

The Board returned from the Executive meeting at 6:02 p.m. and, with no further business, a motion was made by Callie Flanagan and seconded by Antonio Quinones to adjourn the meeting. A roll-call vote followed:

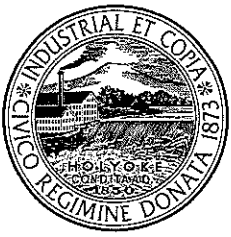
<u>Name</u>	<u>Vote</u>
Antonio Quinones	Y
Callie Flanagan	Y
Michael Sullivan	Y
Joseph McGiverin	Y
Catherine Pratt	Y

The meeting was adjourned at 6:07 p.m.

Sincerely,



Joseph McGiverin, Chairperson
Holyoke Economic Development and Industrial Corporation



City of Holyoke

Mayor Joshua A. Garcia

Holyoke Redevelopment Authority

Eric Nakajima, Executive Director

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FEB 27 2026

Holyoke City Clerk's
Holyoke, MA

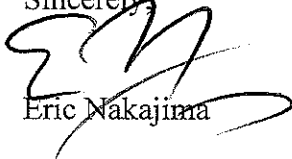
February 27, 2026

Holyoke City Council
City of Holyoke
Holyoke, MA 01040

Dear Councilors:

Please find attached minutes of the Holyoke Redevelopment Authority for its January 21, 2026 meeting. Please contact me at 322-5655 if there are any questions.

Sincerely,



Eric Nakajima

**Holyoke Redevelopment Authority
Meeting Minutes
Wednesday, January 21, 2026 at 5:00 pm
Holyoke City Hall - Room 6
536 Dwight Street, Holyoke, MA
and via Zoom: 88295533253**

Members Present:

Thomas Creed, Vice-Chairperson
Daphne Board, Assistant Treasurer
Tiffany Espinosa, Treasurer

Staff Present:

Eric Nakajima, Executive Director
John Dyjach, Assistant Director

Others Present: Atty. Jane Mantolesky, Asst. City Solicitor

1. Call to Order

Vice-Chairperson Thomas Creed called the meeting to order at 5:02 p.m. and announced that the meeting is being recorded and is also being held virtually in accordance with State laws. Roll call followed:

<u>Member</u>	<u>Present</u>
Daphne Board	X
Tiffany Espinosa	X
Thomas Creed	X

2. HRA Board Business

a. Meeting Minutes, December 17, 2025

Daphne Board made a motion to accept the December 17, 2025 meeting minutes which was seconded by Tiffany Espinosa seconded. Under discussion Daphne Board suggested a change to the item in Other Business regarding the Parking Advisory Committee. All members agreed and a roll call followed:

<u>Member</u>	<u>Yes</u>
Daphne Board	X
Tiffany Espinosa	X
Thomas Creed	X

3. Property / Project Updates and Next Steps

a. URP Area 4: MassDevelopment Site Readiness Grant for High Street

John Dyjach reviewed the contracts with MassDevelopment and the O'Connell Development Group for the High Street Site Readiness Grant. He described a few updates to the O'Connell agreement, most notably of which was the removal of the cost for environmental testing because that work is being funded by a separate grant through MassDEP. Regarding the MassDevelopment agreement, Atty. Jane Mantolesky said she requested that the sections pertaining to indemnification and termination be modified to be reciprocal, but they were not agreeable to the changes. She explained that she typically likes to have these items as reciprocal, but they are standard requirements in MassDevelopment contracts and that they are not deal breakers.

Thomas Creed noted the stipulation about future sale proceeds and that under certain circumstances the HRA would have to pay back all or part of the grant if money was made through the sale of the property. John Dyjach added that this requirement is standard in MassDevelopment grant agreements and that in most cases the expenses to develop a property would offset future sale proceeds.

Daphne Board then made a motion that was seconded by Tiffany Espinosa to approve this agreement in similar fashion to be executed by either the Chair or the Vice Chair, and subject to any immaterial changes that might be required.

Roll call followed:

<u>Member</u>	<u>Yes</u>
Daphne Board	X
Tiffany Espinosa	X
Thomas Creed	X

John Dyjach then asked the Board to consider authorizing an extension to the Haberman property site access agreement. He noted the property owners have been cooperative and that additional time is needed to complete the property analysis part of the Site Readiness grant.

Tiffany Espinosa made a motion that was seconded by Daphne Board to authorize a 90-day extension to the property access agreement in the same form and substance as the original agreement. A roll call followed:

<u>Member</u>	<u>Yes</u>
Daphne Board	X
Tiffany Espinosa	X
Thomas Creed	X

b. URP Area 6: 216 Appleton Street Phase 2 and ARPA Grant

John Dyjach explained that discussions with WinnDevelopment continue to be focused on finding ways to proceed with the Phase 2 development and utilizing ARPA Grant funding for demolition. Thomas Creed said that he does not believe the HRA's position has changed from before in that involvement in a Phase 2 ownership structure would be considered so long as it was determined to be legally permissible and that future responsibilities would be defined and acceptable to the HRA. He added that regarding demolition it will be important to determine the extent of work that could be covered by the grant so that it could at least address the sections that are of concern and prepare the property for Phase 2. John Dyjach referred to the information in the meeting packet from the engineering consultant regarding demolition evaluation. He thinks that the expertise provided by this consultant can be a valuable resource for the HRA and that he will continue to gather the information.

Thomas Creed then asked if any progress is being made on the Appleton Street bridge repairs since it needs to be prioritized given the hardships it has caused not only on WinnDevelopment's projects but all of downtown. John Dyjach said that the topic is regularly discussed with WinnDevelopment and their concerns about pedestrian access to their building and parking lot are known to the City Engineer. Eric Nakajima agreed that the closure is having negative impacts and that he would explore options with the Mayor, City Engineer and Representative Duffy on finding a way to have the State prioritize the work.

4. Other Business

- a. South Holyoke Homes property transfer: John Dyjach said that the agreement to transfer of two South Bridge Street parcels to Holyoke Housing Authority is pending with their attorney.
- b. The City Council confirmed the Mayor's appointment of Karen Betournay as a new HRA member replacing Carl Eger.

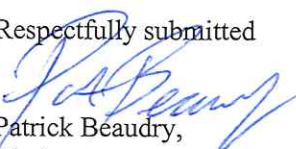
5. Executive Session and Adjournment

Tiffany Espinosa made a motion that was seconded by Daphne Board to move into Executive Session and with no other business to adjourn the Regular Meeting. A roll call followed:

<u>Member</u>	<u>Yes</u>
Daphne Board	X
Tiffany Espinosa	X
Thomas Creed	X

The meeting was adjourned at 5:49 p.m.

Respectfully submitted


Patrick Beaudry,
Chairperson

Date: 2.17.26CITY OF HOLYOKE CITY COUNCIL
SPECIAL PERMIT APPLICATION FOR7.10.4

Name of Owner: Milton Hilton LLC
Address: 1 Cabot St. Hy MA 01040
Contact Name: Tom Cusano Address (if other): _____
Contact Phone: 603-731-0196 Fax #: _____

RECEIVED

FEB 18 2026

Holyoke City Clerk's
Holyoke, MA

Name of Applicant: Riverside Cannabis LLC
Address: 1 Cabot St. Hy MA 01040 (if different from owner)
Phone: 413-250-6104 Fax #: _____

Name of Engineer/Surveyor/Sign Company: Maier design group LLC
Address: 34 Sequassen St. Hadd, CT 06106 (if applicable) Phone: 860-293-0093
Name of Project: Riverside Cannabis - marijuana cultivation facility phase 1

Deed of Property Recorded in Hampden County Registry of Deeds: Holyoke Assessor Map Reference:

Book: 22435 Page: 79Map: 048 Block: 01 Parcel: 010Property Address: 1 Cabot St.
Holyoke MA 01040

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: Grant a special permit for marijuana establishment. Section 7.10.4

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

NORiverside Cannabis LLC

APPLICANT (please print)

[Signature]
SIGNATURE OF APPLICANTDamaris Aponte

OWNER (or LEGAL COUNSEL)

[Signature]
SIGNATURE OF OWNER (or LEGAL COUNSEL)536 DWIGHT STREET, ROOM 2 □ HOLYOKE, MASSACHUSETTS 01040-5086
PHONE: (413) 322-5520 □ FAX: (413) 322-5521 □ E-MAIL: CLERKS@HOLYOKE.ORG

Birthplace of Volleyball



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 2/19/26

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.

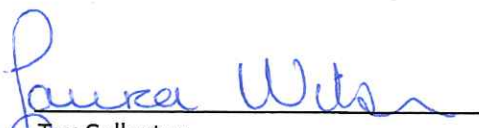
I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

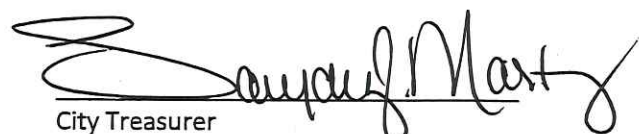
Current	Type
☒	Real Estate
N/A	Personal Property - file a "form of list" w/ the assessor's office
N/A	Excise
N/A	Payment Plan

Comments:

Applicant: Riverside Cannabis LLC
Address: 1 Cabot St.
Property Owner: Milton Hilton, LLC

Respectfully,


Tax Collector
413.322.5530


City Treasurer
413.322.5560

SPECIAL PERMIT NARRATIVE PACKET

Applicant: Riverside Cannabis LLC

Project: Marijuana Cultivation Facility (Phased Development)

Site: 1 Cabot Street, Holyoke, MA 01040

Assessor Map Reference: Map 048 / Block 01 / Parcel 010 (Map-Lot 048-01-010)

Zoning District: IG – Industrial General

Owner of Record: Milton Hilton, LLC

Date: January 22, 2026

Prepared for filing with the City of Holyoke as supporting documentation for the Special Permit Application under §7.10 (Marijuana Facilities).

Table of Contents

Attachment	Title
A	Project Narrative – Marijuana Cultivation Facility (Phased Development)
B	Security Narrative
C	Odor Mitigation / HVAC Narrative
D	Phase 1 Use Policy Memo
E	Traffic / Parking Statement
F	Fire & Life Safety Narrative
G	Phase 1 Compliance Binder + Log Sheets (Onsite)
H	Findings Alignment – Holyoke Zoning Ordinance §7.10 + Ch. 40A
I	Proposed Conditions of Operation

ATTACHMENT A — PROJECT NARRATIVE

1. Project Overview and Purpose

Riverside Cannabis LLC (“Riverside” or “Applicant”) respectfully submits this narrative in support of its request for a **Special Permit pursuant to §7.10 (Marijuana Facilities) of the Holyoke Zoning Ordinance** to allow the establishment of a **Marijuana Cultivation Facility at 1 Cabot Street, Holyoke, Massachusetts** (Map-Lot 048-01-010), located in the **Industrial General (IG)** zoning district. The project repurposes an existing industrial facility for controlled operations with strong security controls and minimal offsite impacts.

2. Confirmation of Use

The proposed use is a **Marijuana Establishment – Cultivation** only. Riverside confirms the project **does not include retail sales** and will have **no public/customer access**. Activity will be limited to authorized staff, approved vendors, contractors/inspectors, and scheduled deliveries/pickups.

3. Facility Description and Operational Model

The facility includes administrative space, secured operational areas, storage/staging, and mechanical spaces required for cultivation readiness. Riverside will maintain SOPs governing security, visitor management, receiving controls, safety, and incident reporting, and will coordinate with municipal departments to satisfy building, fire, and life safety requirements prior to operational activation.

4. Phased Development Approach

Phase 1 – Administrative/Storage & Compliance Readiness (No Cultivation Operations): Tenant improvements, security installation/commissioning, compliance preparation and training, and storage/staging of **non-cannabis** equipment and supplies. **No marijuana plants, clones, harvested material, or marijuana product will be present onsite during Phase 1** and no cultivation activity will occur.

Phase 2 – Cultivation Activation: Commissioning and activation of cultivation operations only after buildout completion, required inspections, issuance of Certificate of Occupancy (as applicable), and satisfaction of CCC inspection milestones.

5. Hours of Operation

Hours will be consistent with industrial operations: **Phase 1:** Sunday–Saturday 7:00 AM–9:00 PM;
Phase 2: Sunday–Saturday 7:00 AM–9:00 PM;

6. Staffing / Workforce

Staffing scales by phase: **Phase 1** includes a small administrative group plus contractors (approx. 2–6 persons onsite). **Phase 2** expands operational staffing (approx. 10–25 employees depending on final scale). Riverside will implement documented training and compliance expectations.

7. Neighborhood Compatibility

The project will not generate retail-style traffic. Vehicle activity is limited to employees, contractors, and scheduled deliveries consistent with existing industrial use. Noise impacts are expected to be minimal.

8. Odor Management Commitment

Riverside commits that odor mitigation systems will be fully installed and operational **prior to Phase 2 cultivation activation**. Controls include HVAC design, filtration (including carbon filtration where applicable), airflow management, maintenance schedules, and a complaint response procedure. Phase 1 odor impacts are expected to be negligible.

9. Security and Public Safety Commitment

Riverside will maintain controlled access, restricted areas, CCTV coverage, intrusion detection/alarm systems where applicable, visitor sign-in/escort procedures, and incident reporting. Security will be implemented early and expanded/activated fully prior to Phase 2.

10. Summary and Request

Riverside Cannabis respectfully requests approval of a Special Permit under §7.10 to allow a Marijuana Cultivation Facility at 1 Cabot Street within the IG zoning district, consistent with the submitted plan set and phased approach described herein.

ATTACHMENT B — SECURITY NARRATIVE

1. Security Objectives

Riverside will implement a layered security program designed to deter theft/diversion, prevent unauthorized access, protect personnel and assets, and maintain accountability of restricted areas.

2. Layered Security Model

Security will be implemented through: (1) perimeter/entry control, (2) credentialed access control, (3) video surveillance coverage, and (4) administrative controls including logs and audits.

3. Access Control

Exterior doors remain locked. Authorized personnel receive credentials (keys/codes/badges) with role-based access levels. Credential issuance/return logs and revocation procedures are maintained.

4. Visitor and Contractor Controls

All visitors/contractors must sign in/out, state purpose, and remain escorted in restricted areas. Visitor logs are retained onsite in the compliance binder.

5. Alarm / Intrusion Detection

Where installed/required, Riverside will maintain intrusion detection and monitored alarm service with escalation procedures and documented testing/commissioning.

6. CCTV Surveillance

CCTV will cover entrances/exits, receiving/loading areas, and interior circulation/access points to support incident review and compliance.

7. Receiving Controls

Deliveries are scheduled, received by authorized staff, documented in receiving logs, and staged in controlled areas. No public entry is permitted.

8. Incident Reporting

Incident logs and corrective action tracking document security-related issues and resolutions.

9. Phase 1 vs Phase 2

Phase 1: Install core security infrastructure and implement logs/controls. **Phase 2:** Expand/activate final restricted-area configurations prior to bringing plants onsite.

ATTACHMENT C — ODOR MITIGATION / HVAC NARRATIVE

1. Odor Control Philosophy

Riverside will prevent offsite odor impacts through controlled ventilation, filtration, managed airflow patterns, and documented maintenance/SOPs.

2. Phase 1 Conditions

Phase 1 includes no cultivation operations and no plants onsite; therefore odor generation risk is negligible.

3. Phase 2 Controls

Prior to cultivation activation, HVAC zones will be operational and commissioned, filtration systems installed, and exhaust routing confirmed functional.

4. Airflow and Pressure Strategy

Operational areas will use controlled ventilation and, where feasible, negative pressure relationships relative to adjacent zones to prevent odor migration.

5. Filtration and Maintenance

Carbon filtration where applicable; preventative maintenance and filter replacement schedules with logs retained onsite.

6. Complaint Response

Odor complaints will be logged and investigated promptly. Systems will be inspected, corrective actions implemented, and outcomes documented.

7. Commitment

Phase 2 cultivation will not commence until odor mitigation systems are installed, tested, and operational.

ATTACHMENT D — PHASE 1 USE POLICY MEMO

Riverside Cannabis LLC – Phase 1 Administrative/Storage Only – Facility Use Policy

Site: 1 Cabot Street, Holyoke, MA 01040

Effective Date: 2/17/24

Purpose. Establish authorized facility use during Phase 1.

Definitions. “Phase 1” means administrative/storage readiness only. “Marijuana material” includes marijuana plants, clones, harvested biomass, flower, and any marijuana product. “Restricted areas” are areas requiring escort or credentialed access.

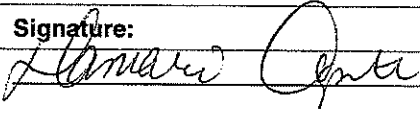
Authorized Activities. Administrative/office operations; compliance documentation and SOP development; onboarding and training; permitted tenant improvements/buildout; security installation/commissioning; storage/staging of non-cannabis equipment/supplies; and mechanical/electrical infrastructure preparation.

Prohibited Activities. Cultivation or processing; possession/storage of marijuana material onsite; manufacturing/extraction; retail sales/customer access; public events; and unescorted visitors in restricted areas.

Access Control. Authorized personnel only. Visitors/contractors must sign in and be escorted. Credentials are issued/returned per logs and access is revoked immediately upon separation.

Accountability. The site manager shall complete a weekly Phase 1 compliance checklist and retain it in the onsite binder.

Enforcement. Violations are treated as compliance incidents and may result in removal of access privileges and disciplinary action.

Approved By:	Signature:	Date:
Damaris Aponte Owner/CEO Riverside Cannabis LLC		<u>2/17/24</u>

ATTACHMENT E — TRAFFIC / PARKING STATEMENT

1. No Public/Customer Traffic

The facility will have no retail operations and no public/customer access. Traffic is limited to employees, contractors, and scheduled deliveries consistent with industrial use.

2. Typical Vehicles and Delivery Scheduling

Deliveries may include vans and small box trucks for equipment and supplies. Deliveries will be scheduled during normal business hours and managed by onsite staff. No queuing on public roadways is anticipated.

3. Phase-Based Impacts

Phase 1: minimal traffic (admin staff, contractors, equipment deliveries). **Phase 2:** industrial traffic (employees, scheduled supplies/services, waste pickups). Adequate onsite parking and circulation exist to support each phase.

ATTACHMENT F — FIRE & LIFE SAFETY NARRATIVE

1. Code Compliance and Coordination

Riverside will comply with applicable codes including 780 CMR and 527 CMR and coordinate with Holyoke Building and Fire Departments. Fire Marshal guidance will be incorporated as applicable.

2. Egress and Emergency Preparedness

Egress pathways will remain unobstructed; exit signage and emergency lighting will be maintained; evacuation information and emergency contacts will be posted onsite.

3. Fire Protection Systems

Fire alarm and sprinkler systems (where present/required) will be maintained and inspected. Prior to Phase 2 activation, commissioning/testing will be completed as required.

4. Construction Phase Controls

During buildout, contractors will keep exits clear, manage housekeeping, and comply with hot work controls and safety practices as applicable.

ATTACHMENT G — PHASE 1 COMPLIANCE BINDER + LOG SHEETS (ONSITE)

1. Compliance Binder Purpose

Riverside will maintain an onsite Phase 1 compliance binder documenting approvals, policies, logs, and audits to demonstrate that Phase 1 is administrative/storage readiness only (no cultivation; no marijuana onsite).

2. Binder Index (Recommended Tabs)

Tabs: (1) City approvals/conditions; (2) Site control/lease; (3) Phase 1 policy; (4) Security documentation; (5) Life safety documents; (6) Logs (visitor/access/receiving/training/incident); (7) Weekly audits.

3. Logs and Weekly Audit

Visitor logs, access/key control logs, receiving/delivery logs, and training logs will be maintained. A weekly self-audit checklist will be completed and signed by the site manager confirming no marijuana onsite, no cultivation activity, security functionality, and clear egress.

Sample Log Template Headings

Visitor Log: Date | Visitor Name/Company | ID Checked (Y/N) | Purpose | Escort | Time In/Out | Signature

Access / Key Control Log: Name | Access Level | Badge/Key Issued | Date Issued | Date Returned | Supervisor Approval

Receiving / Delivery Log: Date/Time | Vendor | Items | Qty | Received By | Storage Location | Notes

Training Log: Employee | Topic | Date | Trainer | Signature

Incident Log: Date/Time | Description | Persons Involved | Corrective Action | Manager Sign-Off

Weekly Self-Audit: Checklist items + Manager Signature + Date

ATTACHMENT H — FINDINGS ALIGNMENT (HOLYOKE §7.10 + M.G.L. c.40A)

This attachment is provided to assist City Council in making the findings required for a Special Permit. Riverside Cannabis LLC submits the following statements demonstrating the project's consistency with the intent of the Holyoke Zoning Ordinance and the Special Permit standards under M.G.L. c.40A.

1. Consistency with Zoning District

The proposed use is a marijuana cultivation facility located in the IG – Industrial General zoning district and is consistent with industrial-scale operations within the district.

2. No Detriment to the Neighborhood

The project includes no retail or public access, and traffic is limited to employees, contractors, and scheduled deliveries. Operations are designed to avoid nuisance conditions.

3. Public Safety and Security

Riverside implements layered security (controlled access, CCTV, visitor controls, logs, and alarm systems where applicable) to protect public safety and deter diversion.

4. Odor Control / Nuisance Prevention

Odor mitigation systems will be installed and operational prior to Phase 2 cultivation activation, with maintenance logs and complaint response procedures.

5. Traffic / Parking Adequacy

Adequate onsite parking and industrial circulation exist. Deliveries are scheduled and controlled; no queuing on public roadways is anticipated.

6. Compliance with Building and Fire Codes

Riverside will comply with 780 CMR/527 CMR and coordinate with Holyoke Building and Fire Departments for inspections and approvals.

7. Phased Implementation Protects Compliance

Phase 1 limits use to administrative/storage readiness only with no marijuana onsite, providing a controlled and low-impact buildout period prior to full operations.

ATTACHMENT I — PROPOSED CONDITIONS OF OPERATION

Riverside Cannabis LLC proposes the following conditions of operation to support neighborhood compatibility and Council review. These are offered voluntarily and may be incorporated into a Special Permit decision as appropriate.

1. No Retail / No Public Access

No retail sales and no public/customer access shall occur on the premises.

2. Phased Operations

Phase 1 shall be limited to administrative/storage readiness, permitted construction, and security/MEP readiness activities. No marijuana plants or marijuana product will be present onsite during Phase 1.

3. Activation Prerequisites

Cultivation operations (Phase 2) shall not commence until required building/fire inspections are passed, Certificate of Occupancy issued as applicable, and required CCC inspection milestones are satisfied.

4. Delivery Hours Window

Deliveries and pickups shall be scheduled during normal business hours (e.g., 7:00 AM–9:00 PM) unless emergency maintenance requires otherwise.

5. Odor Mitigation

Odor mitigation systems shall be installed, operational, and maintained prior to commencement of cultivation operations. Filter replacement and maintenance logs shall be maintained.

6. Security

The facility shall maintain controlled access, CCTV coverage of entrances/exits and receiving areas, visitor sign-in/escort policies, and incident reporting procedures.

7. Complaint Response

Riverside will maintain a designated contact for facility-related complaints and will document investigation and corrective action where applicable.

8. Compliance Records

An onsite compliance binder with visitor logs, access control logs, delivery logs, training logs, and weekly audits will be maintained during Phase 1.

PROJECT INTENT ADDENDUM

Special Permit Application – Marijuana Cultivation Facility

Phase 1 / Phase 2 Implementation Plan

Applicant: Riverside Cannabis LLC

Proposed Site Address: 1 Cabot Street Holyoke, MA 01040

Zoning Reference: City of Holyoke Zoning Ordinance §7.10 (Marijuana Facilities)

Date: January 22, 2026

Prepared By: Damaris Aponte

1. Purpose of This Addendum

This Project Intent Addendum is submitted as part of Riverside Cannabis LLC's Special Permit application for a **Marijuana Cultivation Facility**. The intent of this addendum is to clarify Riverside Cannabis LLC's **phased approach** to developing and operating the proposed facility.

Riverside Cannabis LLC is requesting City Council approval for the marijuana cultivation use at the Site while implementing the project in a **responsible and compliance-driven** manner, including a **Phase 1 facility build-out and readiness period** prior to the commencement of cultivation operations.

2. Confirmed Facility Use

Riverside Cannabis LLC confirms that the proposed permitted use for this application is:

Marijuana Cultivation Facility (Cultivation)

This application is **not** for marijuana manufacturing or retail. Any future change in use, if contemplated at a later date, would be subject to separate review and applicable approvals.

3. Phased Implementation Overview

Phase 1 — Facility Fit-Out, Infrastructure & Compliance Readiness (No Cultivation Operations)

During Phase 1, Riverside Cannabis LLC will complete a controlled and structured build-out focused on life safety, security, infrastructure, and readiness. During this phase:

- No cultivation will occur
- No marijuana plants will be present
- No cannabis product will be cultivated, processed, or produced at the Site
- Facility use will be limited to construction, permitted improvements, and readiness activities

Phase 1 will include:

1. Completion of permitted construction and tenant improvements
2. Installation of required security systems (CCTV, alarm monitoring, access controls)
3. Installation/verification of building systems (HVAC, electrical, plumbing, odor mitigation infrastructure where applicable)
4. Establishment of restricted access areas and SOP implementation
5. Staff onboarding/training, compliance documentation, and operational setup
6. Coordination with applicable municipal departments for inspections and compliance verification

Phase 2 — Activation of Cultivation Operations

Cultivation operations will begin only after:

- completion of Phase 1 build-out
- all required inspections have been passed
- the Site is confirmed safe and compliant for operation
- any required state regulatory milestones have been satisfied

Phase 2 will include:

1. Commissioning of cultivation areas
2. Final system testing and operational verification
3. Commencement of cultivation activities in approved grow areas

4. Why This Phased Approach Is Being Used

Riverside Cannabis LLC is implementing a phased approach to ensure:

- a safe and compliant facility buildout
- orderly activation with minimal community disruption
- thorough coordination with municipal requirements
- controlled activation of operations only when fully ready

This approach supports public safety, regulatory compliance, and neighborhood compatibility.

5. Site Impacts During Phase 1 (Minimal Operations)

During Phase 1, site impacts will be limited to:

- contractor activity and permitted construction
- limited employee presence for administrative readiness and training
- no retail activity
- no public access / no customer traffic
- deliveries limited to construction materials and permitted improvements

6. Commitments & Acknowledgments

Riverside Cannabis LLC acknowledges and agrees that:

1. The Special Permit is being requested for **cultivation use**, and Riverside Cannabis LLC will comply with all permit conditions issued by the City Council.
2. Riverside Cannabis LLC will not commence cultivation operations until all required inspections and approvals are satisfied.
3. Any future modifications to the scope of use will be reviewed and approved through the appropriate municipal processes.

7. Request to City Council

Riverside Cannabis LLC respectfully requests City Council approval of the Special Permit for the proposed Marijuana Cultivation Facility and acknowledgement that the project will be implemented in a phased manner as described herein.

Riverside Cannabis LLC attests that during Phase 1 the facility will not cultivate, grow, harvest, process, or handle marijuana plants or marijuana product. The Site will be utilized only for permitted improvements, infrastructure installation, and compliance readiness until Phase 2 activation and all municipal and state approvals are satisfied.

INTENT TO LEASE AGREEMENT

Whereas the business group known as Riverside Cannabis LLC wishes to lease space of approx. 14,500sf in the building known as One Cabot Street and the building owner wishes to lease the same space the parties hereby enter into an agreement to reserve the space for a period of time that is sufficient to formulate business plans and negotiate the full lease. The tenant will have 6 months of "reserve time" to hold the space at a discounted rent rate of \$2500 per month. The rent during the "reserve time" is due and payable at the first of each month beginning august 1, 2019. After 6 months if the Lessee has not secured a provisional license and/or received sufficient funding to finance the business, he may extend the reserve period for another 3 months under the same terms. If the lessee has started buildout in the space then the 3 months option is not available. If the parties cannot agree to the terms of the full lease document then tenant has the right to terminate this agreement with no further obligation to pay rent.

A deposit of \$12,000 to be paid by July 26, 2019. Deposit will be applied to Security deposit. Deposit is refundable is Lessee is unable to achieve required funding or obtain required permits or licenses.

GENERAL TERMS

TENANT and TENANT'S ADDRESS:

Riverside Cannabis
1 Cabot St
Holyoke, MA 01040

LANDLORD and LANDLORD'S ADDRESS:

Milton Hilton, LLC c/o
Spaulding Ave Industrial, LLC
20 Spaulding Ave Unit A
Rochester, NH 03868

SCHEDULED TERM COMMENCEMENT DATE:

Aug 1, 2021

SCHEDULED RENT COMMENCEMENT:

Aug. 1, 2021

TENANT'S SPACE:

approx.. 14,500 sf on floor two
together with common area
access to the space and outside
parking and access.
One Cabot Street
Holyoke, MA

LEASE TERM/OPTIONS:

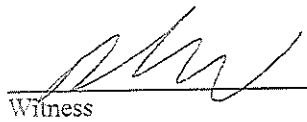
5 Years, 2- 5 year options

BASE RENT:

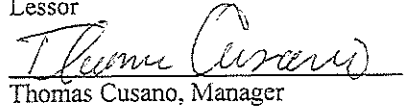
Year 1&2- \$170,000/year
Year 3&4- \$185,000/year
Year 5&6- \$200,000/year
Year 7-10- \$215,000/year
Year 11-15- \$230,000/year

SECURITY DEPOSIT:	One month's rent
ADDITIONAL RENT;	Insurance, taxes, maintenance
PERMITTED USES:	Mutli-use cannabis facility.
INSURANCE-comprehensive general liability	\$2,000,000 combined single limit

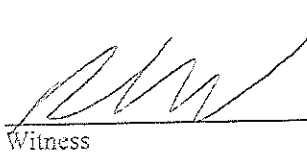
IN WITNESS WHEREOF the parties have set their signatures hereto for the purpose of being legally bound.


Witness

Milton Hilton, LLC
Lessor


Thomas Cusano, Manager 3/25/21

Riverside Cannabis


Witness

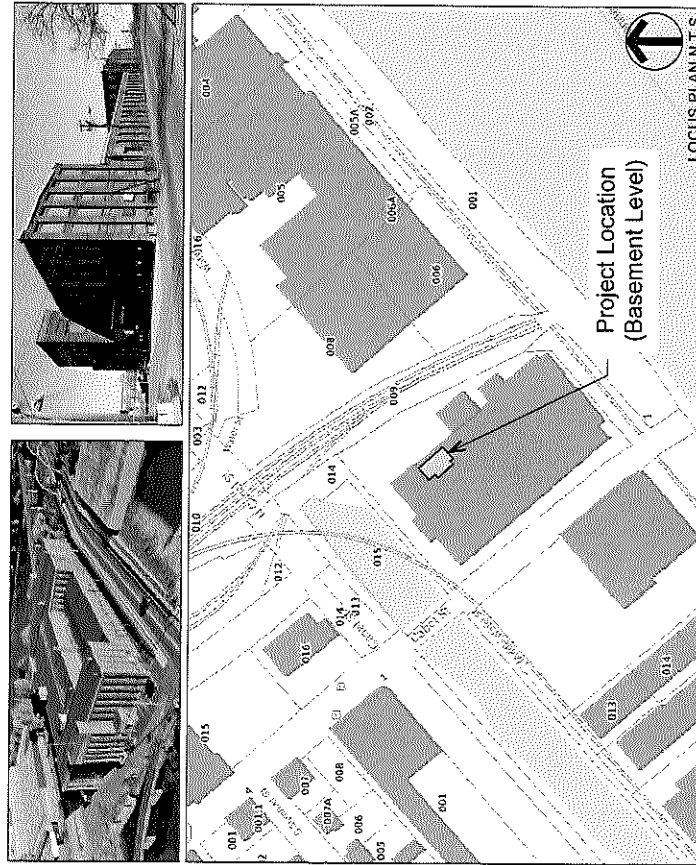
Tenant

Manager 3/25/21

RIVERSIDE CANNABIS

(Basement Level: Tenant Fit-up Project)

1 CABOT STREET
HOLYOKE, MA 01040
PERMIT ISSUE - July 25, 2025 - PROJECT No. 2025.034



LIST OF DRAWINGS

Sheet	Title	Revision	Date
G000	Cover Sheet	Δ	Issued 07/25/2025
G001	General Information	Δ	Issued 07/25/2025
G002	Specifications	Δ	Issued 07/25/2025
G003	Life Safety Egress Plan	Δ	Issued 07/25/2025
G101	Security & Delivery Plans	Δ	Issued 07/25/2025
G102	Construction Plan	Δ	Issued 07/25/2025
A101	Reflected Ceiling Plan	Δ	Issued 07/25/2025
A201	Basement Elevation Plans	Δ	Issued 07/25/2025
A400	Door Schedule and Partition Types	Δ	Issued 07/25/2025
A700		Δ	Issued 07/25/2025

MAKER design group, Inc.
architects of record

MAKER design group, Inc.
100 Locust Street, Suite 200
HOLYOKE, MA 01040

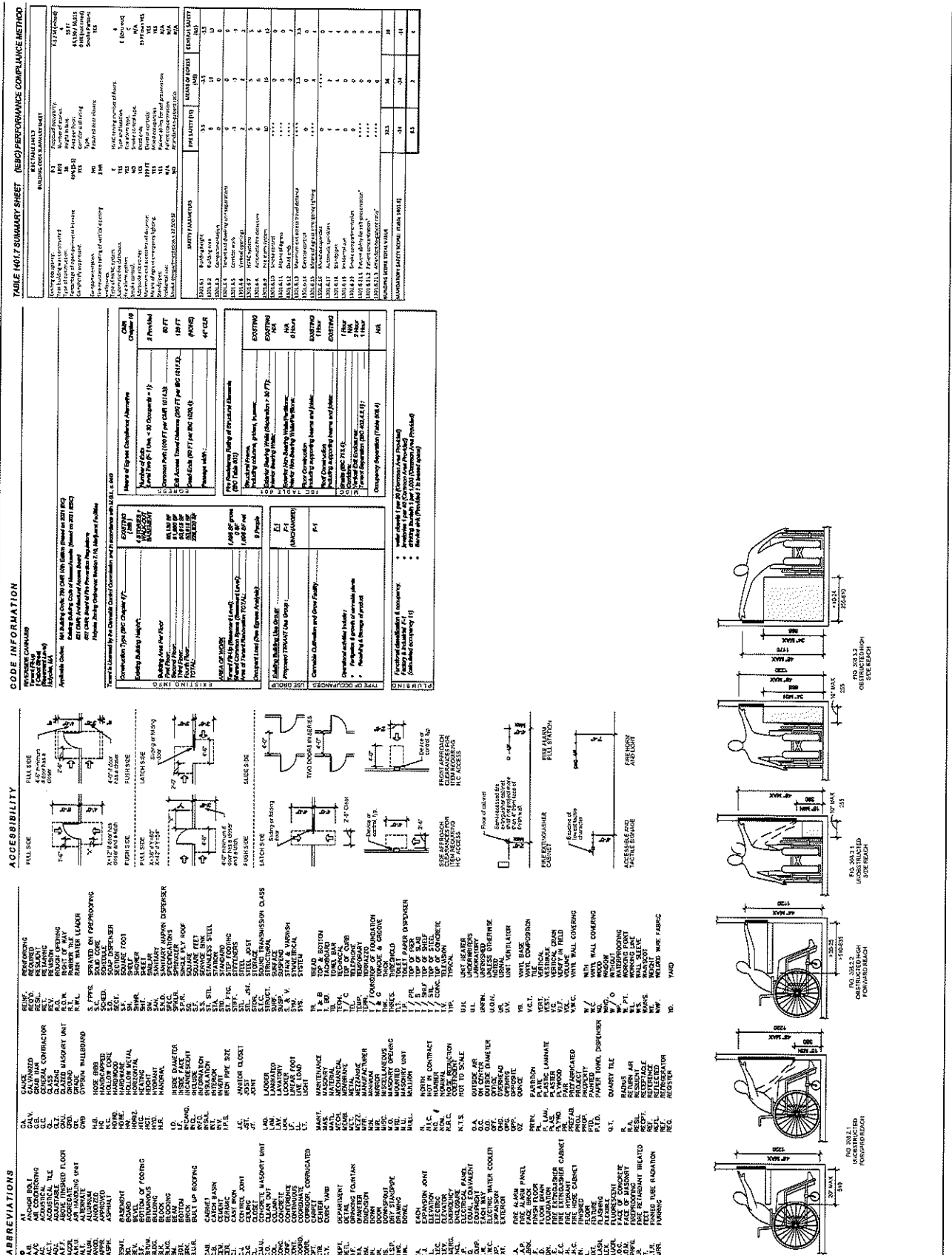
Architect

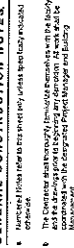


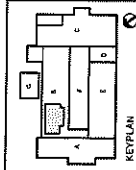
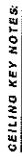
RIVERSIDE CANNABIS
1 CABOT STREET
HOLYOKE, MA 01040
PERMIT ISSUE - 07/25/2025 - PROJECT No. 2025.034

MAKER design group, Inc.
architects of record

MAKER design group, Inc.
100 Locust Street, Suite 200
HOLYOKE, MA 01040







**RIVERSIDE
CANNABIS**
1 CABOT STREET
HOLYOKE, MA 01040



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REFLECTED
CEILING PLAN

Project Name	2025.024	Project Date	JULY 23, 2025
Size	14" x 10"	Color	CMYK
Case 11	25024_A201 DWG		
Case 11	Drawing		



A201

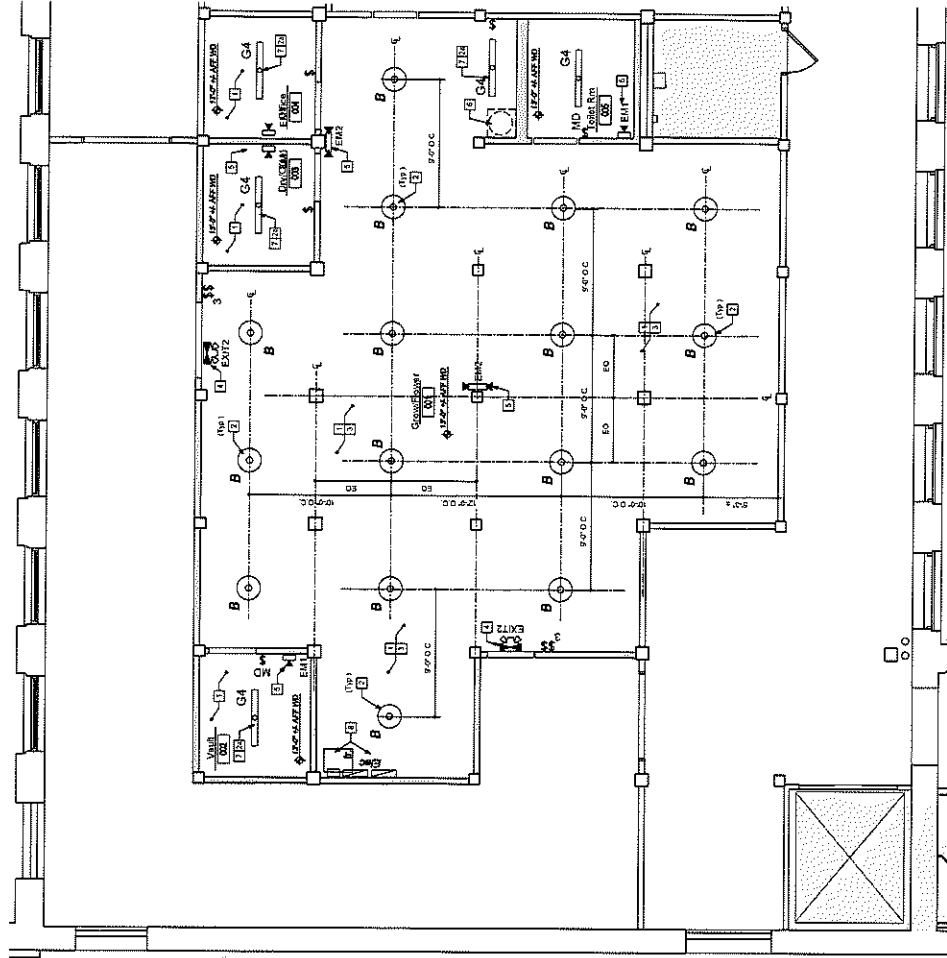
Let's take a step back

- GENERAL CEILING NOTES:**

- a. Nucleoside triphosphates (ATP, GTP, CTP, UTP) are used exclusively for protein synthesis.
- b. The central base pair (adenine-thymine) remains in its original state and does not undergo any modification. As a result, the two daughter molecules are identical to the template.
- c. All four nucleotides (ATP, GTP, CTP, UTP) are used to synthesize the two daughter molecules. The template strand is used to synthesize the complementary strand.
- d. Adenine-thymine base pair is replaced by a guanine-cytosine base pair. This results in a mutation. The mutation is a point mutation, which is a change in a single nucleotide.
- e. Guanine-cytosine base pair is replaced by a guanine-cytosine base pair. This results in a mutation. The mutation is a point mutation, which is a change in a single nucleotide.
- f. Adenine-thymine base pair is replaced by a guanine-cytosine base pair. This results in a mutation. The mutation is a point mutation, which is a change in a single nucleotide.
- g. Adenine-thymine base pair is replaced by a guanine-cytosine base pair. This results in a mutation. The mutation is a point mutation, which is a change in a single nucleotide.

- CEILING KEY NOTES:**

- [illegible]

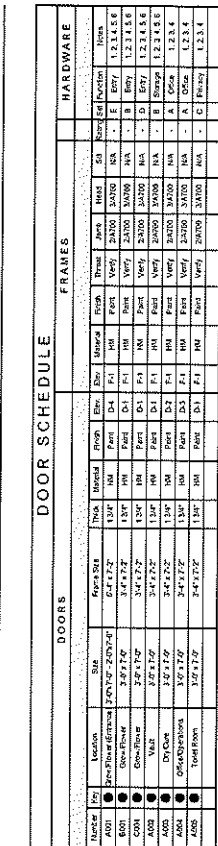


REFLECTED CEILING PLAN

DATE 1/17/12

REFLECTED CEILING LUMINAIRE		
FINANCE	DESCRIPTION	RECOMMENDATION
6	LED strip lighting	Energy efficient luminaire
	LED natural daylight fixture	Standard lighting needs
	Emergency lighting with battery pack	Fire and fighting needs
	Emergency-rechargeable light fixture	Lighting in areas with external generator
	Exit sign with emergency lighting	
	Emergency lighting with battery pack and alarm	Lighting for alarm and evacuation
	Emergency lighting with battery pack and alarm	

LIGHT FIXTURE SCHEDULE				
KEY	TYPE/DESCRIPTION	MANUFACTURER/CATALOG NO.	LAMP	REMARKS
B	LED lighting with frosted glass shades	Model 600003100 4x11.00 50/5000 K Output: 500W	LED	50 watt incandescent 120 V AC
G4	4' elongated drop type lighting	Model 600003100 4x11.00 50/5000 K HCS/LED/240 4x11.00 50/5000 K	LED	50 watt incandescent 120 V AC
EXIT2	Exit lighting - Corridor	EXIT200003100 4x11.00 50/5000 K	LED	Universal Model LED and incandescent emergency lighting 50-watt 120V AC
E141	Single Head Recessed Emergency Light	EMERGENCY LED-1	LED	Universal Model LED and incandescent emergency lighting 50-watt 120V AC
E142	2 Head Recessed Emergency Light	EMERGENCY LED-2	LED	Universal Model LED and incandescent emergency lighting 50-watt 120V AC

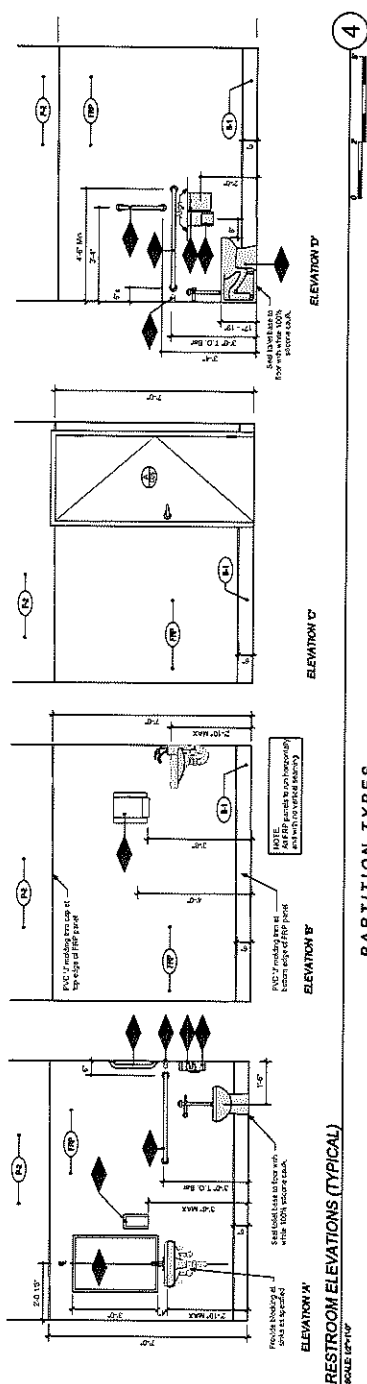
[illegible]

DOOR NOTES:

1001	Conducts a top secret analysis via email, text and conduct leaving meeting paper for offering any assistance to ensure connectivity of location and control function of each door	104	As he has not used the US3D system, he has not been able to verify that the system is not available. He has not been able to verify the accuracy of the system. He has not been able to verify the accuracy of the system. He has not been able to verify the accuracy of the system.
1002	Verifies all top secret and most of the information prior to offering any assistance	105	Provides information to the system as requested and as needed
1003	Standard paper work shall be filled out. Top secret (TS) shall be written on the back of the paper work. Top secret (TS) shall be written on the back of the paper work. Top secret (TS) shall be written on the back of the paper work.	106	Provides information to the system as requested and as needed

HARDWARE SETS:

- A** Left hand: 2000 psi; left foot: 1000 psi; right hand: 2000 psi; right foot: 1000 psi. The hand and foot pressures were measured with a pressure sensor (Fujikura, Tokyo, Japan).
- B** The subject was positioned in a supine position with the head and neck supported by a cervical collar. The subject was instructed to breathe normally and to maintain a steady heart rate.
- C** The subject was positioned in a supine position with the head and neck supported by a cervical collar. The subject was instructed to breathe normally and to maintain a steady heart rate.
- D** The subject was positioned in a supine position with the head and neck supported by a cervical collar. The subject was instructed to breathe normally and to maintain a steady heart rate.
- E** The subject was positioned in a supine position with the head and neck supported by a cervical collar. The subject was instructed to breathe normally and to maintain a steady heart rate.



and sealed top with reclosure
sound-bringing system. Type 88

[illegible]

TOILET ACCESSORIES NOTES:

PLUMBING WALL PARTITION

81-1-43708

EXISTING ELEVATOR NOT PARTITION

SCALE: 1:1.5

NEW: _____
RENEWAL: _____
\$130 Application FEE: _____
\$25 late FEE: _____
TAX COLLECTOR LETTER: _____
TREASURE'S LETTER: _____

DATE: 2/18/26

RECEIVED

FEB 18 2026

Holyoke City Clerk's
Holyoke, MA



HOLYOKE CITY COUNCIL LIVERY SERVICE APPLICATION

Name of Applicant: Jonathan Nieves-Viclot
Address: 131 Waldo St Holyoke MA 01040
Telephone: 413-475-5416 Email: JNievesviclot@icloud.com
Make of Vehicle: 2005 Ford E 350
Vehicle ID#: 1FDWE35P85HB44287
Garaged at: 623 Summer St Holyoke MA 01040 Unit #9
DIVISION 5. - LIVERY RESTRICTIONS

Sec. 98-130. - Restrictions on operation of *livery* vehicles. In addition to the requirements set forth herein for all vehicles for hire, every *livery* vehicle *licensed* by the city shall comply with the following and any violation thereof may result in the suspension or revocation of the *license*:

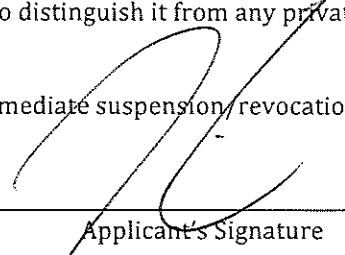
- (1) Is hired on a prearranged basis with a minimum of 12 hours' notice;
- (2) Does not pick up hail fares on the street;
- (3) Does not contain a rate meter, and does not charge for services based upon miles traveled if the trip is less than 25 miles;
- (4) Is operated by the named insured, an employee, or an independent contractor of the named insured, in attendance as a chauffeur;
- (5) Primary form of payment shall be by check or credit card or by U.S. mail billing system;
- (6) Operates from a home base (fixed address). All vehicles will have two-way communication with its home base.

Sec. 98-131. - Contracts subject to inspection. All contracts for transportation in a *livery* vehicle are subject to inspection by the city police department and/or the city council to assure that no *livery* vehicles are being used as taxicabs.

Sec. 98-132. - *Livery* markings prohibited. A *licensed livery* vehicle shall bear no external markings of any type except as provided herein unless otherwise determined by the chief of police; nor shall such a vehicle be equipped with any distinguishing lights or other externally mounted instruments so as to distinguish it from any private passenger vehicle.

Sec. 98-133. - Use of *livery* vehicle as taxicab.

Any *livery* vehicle operating illegally as a taxicab may result in the immediate suspension/revocation of the driver's/owner's *license*.


Applicant's Signature

Form A – Tax Compliance Form

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:

Kind Way Transportation

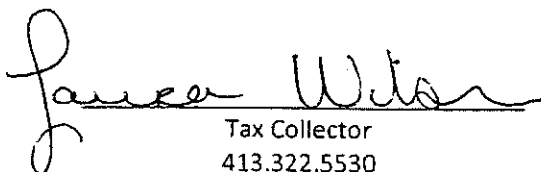
Address:

131 W 10th St 2nd floor HOLYoke MA 01040

Property Owner:

Reyes, Francis & Rivera, Juan P.

Respectfully,


Tax Collector
413.322.5530


City Treasurer
413.322.5560

Date 2/18/26



Date: 2/12/2026

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

RECEIVED

Section 4.7.3. Reconstruct Non-Conforming Structure

FEB 13 2026

Name of Owner: Wrights Block LLC

Holyoke City Clerk's
Holyoke, MA

Address: 444A North Main Street, Suite 315, East Longmeadow MA 01028

Contact Name Vadim Tulchinsky Address (if other) _____

Contact Phone (413) 388-3372 Fax # _____

Name of Applicant: Same as Owner
(if different from owner)

Address: _____

Phone: _____ Fax # _____

Name of Engineer/Surveyor/Sign Company: R Levesque Associates inc.
(if applicable)

Address: 40 School Street, Westfield MA Phone _____

Name of Project: Wrights Block Redevelopment

Deed of Property Recorded in
Hampden County Registry of Deeds:

Holyoke Assessor Map Reference:

Book: 22687 Page: 97

Map 013 Block 01 Parcel 006

Property Address: 106-120 High Street, Holyoke, MA 01040

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: _____

Reconstruct two egress staircases at the rear of 106 and 120 High Street for the commercial storefront units into the rear alleyway in footprint of existing staircases

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

None

Wrights Block LLC

APPLICANT (please print)

SIGNATURE OF APPLICANT

Wrights Block LLC

OWNER (or LEGAL COUNSEL)

SIGNATURE OF OWNER (or LEGAL COUNSEL)



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE 2/13/24

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<u>N/A</u>	Excise
<u>N/A</u>	Payment Plan

Comments:

Applicant:

Wrights Block, LLC

Address:

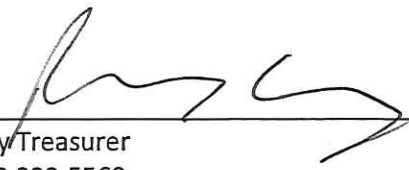
106-120 High St.

Property Owner:

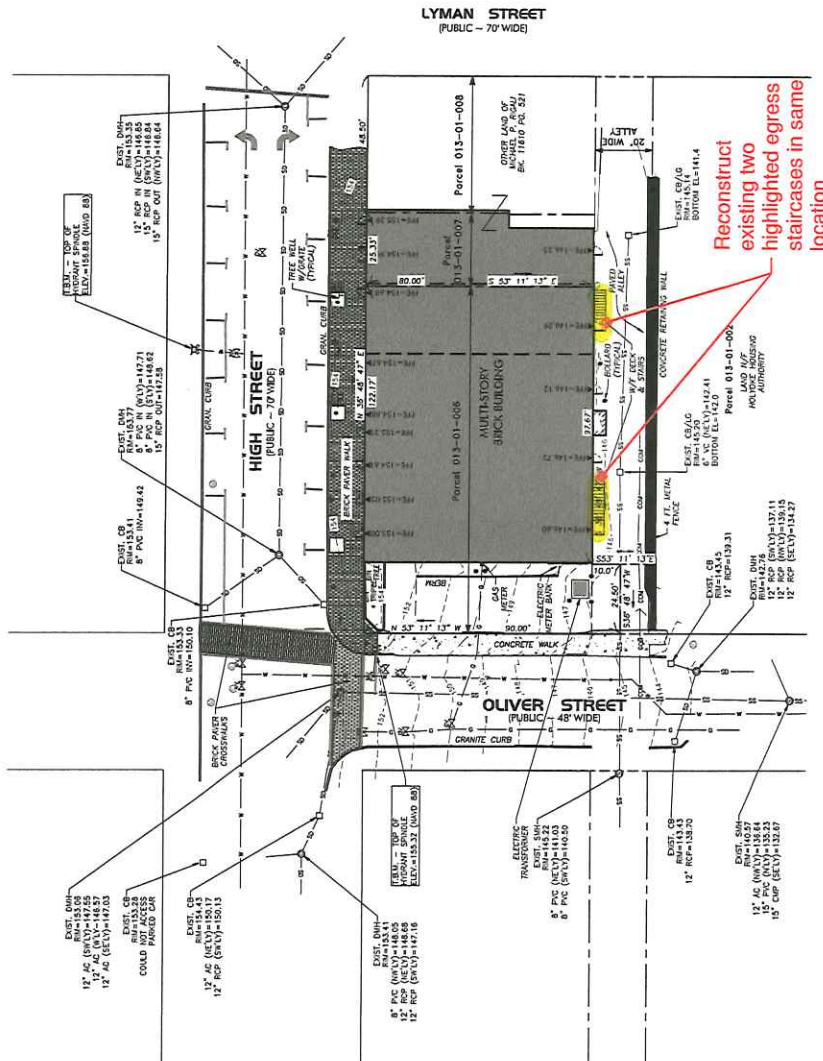
Wrights Block, LLC

Respectfully,


Tax Collector
413.322.5530


City Treasurer
413.322.5560

ZONING REVIEW - Downtown Business (BC)			
	TYPE (MINIMUM)	REQUIRED	EXISTING
	AREA	"	18,018 S.F.
	PROXIMITY	"	212.17' (TOTAL)
	EUPH	60'	60'
	FRONT YARD	"	0'
	BACK YARD	"	0'
	REAR YARD	"	0'
	EXISTING (MAX)	"	4,500 S.F. (MAX)
	NUMBER OF CO-STAGE PLANS	"	75.8%

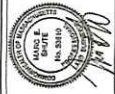


NOTES

- [illegible]

EXISTING CONDITIONS PLAN

#102 + #106 High Street
Parcel I.D. #013-01-007 + #013-01-006
Holyoke, Mass.



1
PAGE TWO

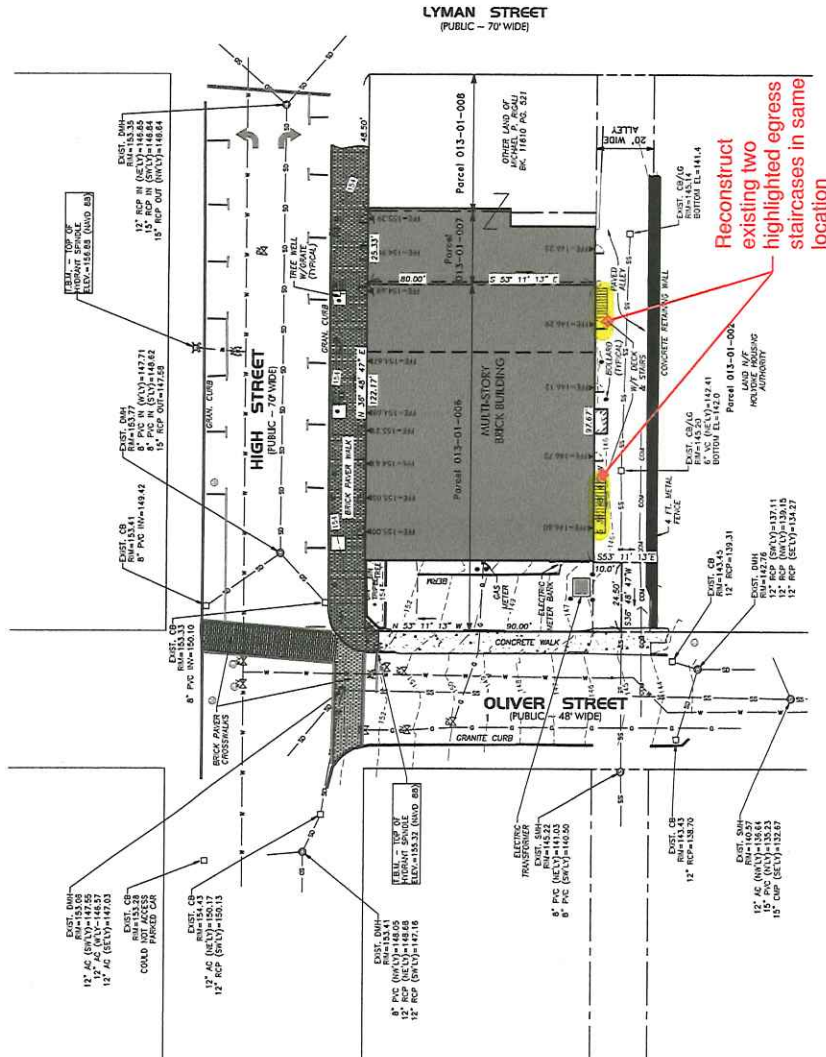
Wendell & Associates, LLC
c/o Mr. E. Wendell
74th Street, Suite 60
West Springfield, MA 01109

ISSUANCE DATE Aug 8, 2023					
REVISIONS:					
				DATE	
Added Revisions - LL				07-21-23	
DRAFTED BY: JWAH					
UNAPPROVED AND NOT FOR CONSTRUCTION OFFICE OF MASSACHUSETTS STATE LAW					
SCALE: 1" = 3'					
PILA PROJ. NUMBER: 24003					
CERTIFICATION:					
EX-1				SHEET NO.	
				-	

EX-1

ZONING REVIEW - Downtown Business (BC)

TYPE (MINIMUM)	REQUIRED	EXISTING
AREA		
ROOFING		
COPY	80	711.17 (TOTAL)
FRONT YARD		0
REAR YARD		0
HEIGHT (MAX)		45' (MAX) (MAX)
REAR YARD COVERAGE (MAX)		75%



NOTES

1. THE RECORD OWNER OF THE SUBJECT PARCELS IS WIGHT'S BLOCK, LLC. SEE HAMPSHIRE COUNTY REGISTRY OF DEEDS BOOK 21887 PAGE 97 (PARCEL 013-01-000).
2. SEE ALSO THE FOLLOWING PLANS RECORDED IN THE HAMPSHIRE COUNTY REGISTRY OF DEEDS: PLAN BC 317 PG. 56; PLAN BC 388 PG. 19.
3. THE EXISTING BUILDING SHOWN HEREON ARE BASED ON AN APPROXIMATE LOCATION OF THE EXISTING BUILDING BASED ON THE RECORD SURVEY ADJACENT TO THE EXISTING BUILDING. IF THE PLAN HEREON IS USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS DESIGNED, THE USER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY INFORMATION TO DETERMINE THE ACCURACY OF THE INFORMATION SHOWN HEREON. THE USER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY INFORMATION TO DETERMINE THE ACCURACY OF THE INFORMATION SHOWN HEREON. THE USER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY INFORMATION TO DETERMINE THE ACCURACY OF THE INFORMATION SHOWN HEREON.
4. THE PLAN HEREON WAS PREPARED FOR THE PLANNING PURPOSES AND SHALL NOT BE USED FOR ANY OTHER PURPOSE.
5. THE SUBJECT PARCEL CONTAINS 100% S.F.
6. THE SUBJECT PARCELS SHOWN HEREON MAY BE SUBJECT TO EASEMENTS AND EASEMENTS AS SHOWN IN THE RECORD DEEDS OF RECORD DESCRIBING SAID PARCELS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY INFORMATION TO DETERMINE THE ACCURACY OF THE INFORMATION SHOWN HEREON.
7. THE EXISTING CONDITIONS INFORMATION SHOWN IS BASED UPON A TOPOGRAPHIC SURVEY PERFORMED BY R. LEVESQUE ASSOCIATES, INC. ON DECEMBER 15, 2024.
8. THE RECORD OWNER'S SHOWN HEREON HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION. R. LEVESQUE ASSOCIATES, INC. MAKES NO GUARANTEE THAT THE INFORMATION SHOWN HEREON IS ACCURATE. THE USER SHALL BE RESPONSIBLE FOR OBTAINING THE NECESSARY INFORMATION TO DETERMINE THE ACCURACY OF THE INFORMATION SHOWN HEREON.
9. ADJACENT PROPERTY LINES AND BUILDERS SHOWN HEREON ARE RETAINED FROM THE CITY OF HAMPSHIRE MAPS.
10. THE SUBJECT PARCEL IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA ACCORDING TO THE FLOOD INSURANCE RATE MAP NUMBER 2501000000 - EFFECTIVE DATE: JULY 15, 2024.
11. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA ACCORDING TO THE FLOOD INSURANCE RATE MAP NUMBER 2501000000 - EFFECTIVE DATE: JULY 15, 2024.
12. THE SUBJECT PROPERTY IS NOT LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA ACCORDING TO THE FLOOD INSURANCE RATE MAP NUMBER 2501000000 - EFFECTIVE DATE: JULY 15, 2024.

RLA
R LEVESQUE ASSOCIATES

Professional Engineer
Civil Engineering
40 School Street
Worcester, MA 01093
rlevesque.com
PH: 413.568.0983 FAX: 413.568.0766

EXISTING CONDITIONS PLAN
#102 + #106 High Street
Parcel 1.D. #013-01-007 + #013-01-006
Holyoke, Mass.



PREPARED FOR

Wight's Block, LLC
21887 Page 97
Worcester, MA 01093

DATE: 02/20/25
REVISIONS: Add Documents & L

DRAWN BY: JWA

UNAUTHORIZED REPRODUCTION OR ALTERATION OF THIS PLAN IS A VIOLATION OF MASSACHUSETTS LAW

SCALE: 1" = 20'

PLA PROJ. NUMBER: 21887

EX-1



- Reconstruct existing two highlighted egress staircases in same location



Date: 2/12/2026

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

Section 4.7.3. Reconstruct Non-Conforming Structure

RECEIVED

FEB 16 2026

Name of Owner: Wrights Block LLC

Address: 444A North Main Street, Suite 315, East Longmeadow MA 01028

Contact Name Vadim Tulchinsky Address (if other) _____

Contact Phone (413) 388-3372 Fax # _____

Holyoke City Clerk's
Office
Holyoke, MA

=====

Name of Applicant: Same as Owner
(if different from owner)

Address: _____

Phone: _____ Fax # _____

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Name of Engineer/Surveyor/Sign Company: R Levesque Associates inc.
(if applicable)

Address: 40 School Street, Westfield MA Phone _____

Name of Project: Wrights Block Redevelopment

=====

Deed of Property Recorded in
Hampden County Registry of Deeds:

Book: 22687 Page: 97

Holyoke Assessor Map Reference:

Map 013 Block 01 Parcel 006

Property Address: 106-120 High Street, Holyoke, MA 01040

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Will any other permits or variances be required? If so, please list and indicate if they have been applied for or obtained.
None

Wrights Block LLC

APPLICANT (please print)

SIGNATURE OF APPLICANT

Wrights Block LLC

OWNER (or LEGAL COUNSEL)

SIGNATURE OF OWNER (or LEGAL COUNSEL)



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE 2/13/24

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Comments:

Applicant:

Wrights Block, LLC

Address:

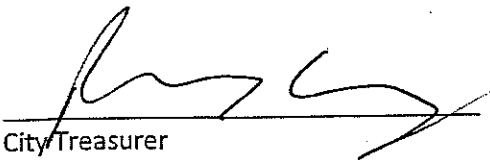
106-120 High St.

Property Owner:

Wrights Block, LLC

Respectfully,


Tax Collector
413.322.5530


City Treasurer
413.322.5560

Wrights Block LLC - Special Permit through 4.7.3.

Bill Womeldorf <bill@wawdevelopment.com>

Thu, Feb 12, 2026 at 8:37 AM

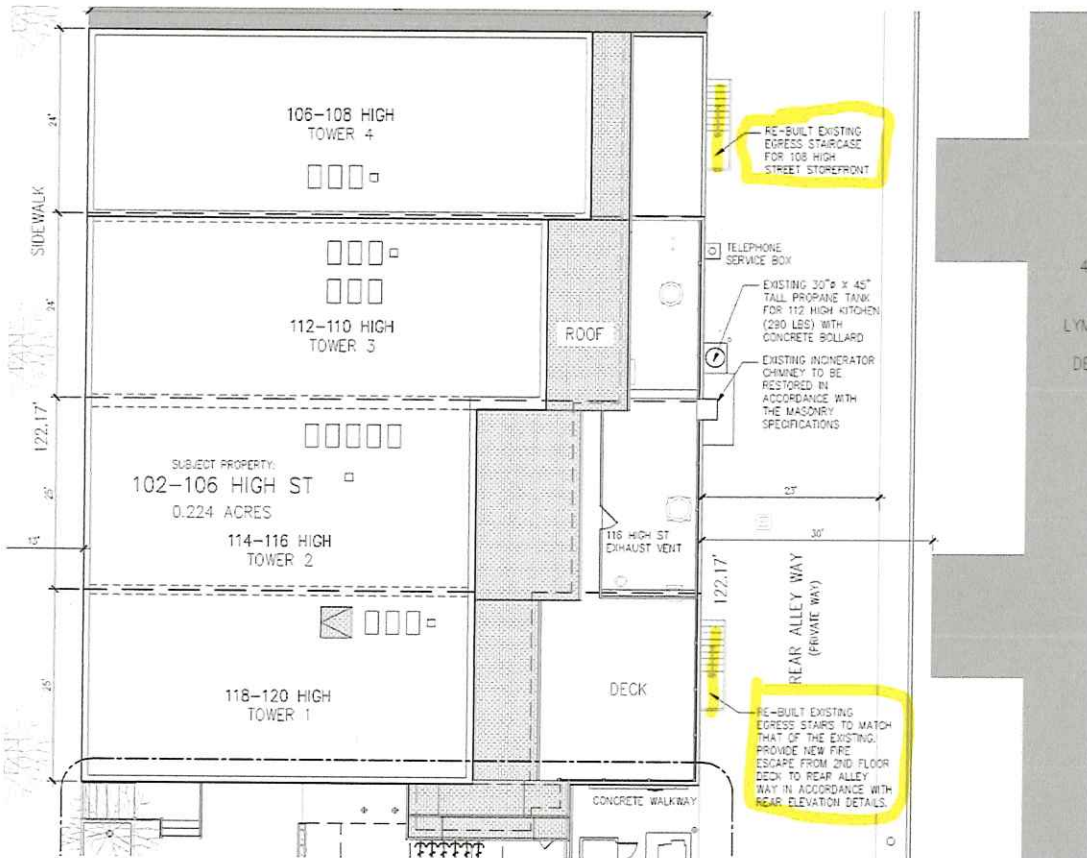
To: Jeffery Anderson-Burgos <Anderson-BurgosJ@holyoke.org>

Cc: Alec <alec@forgemgmt.com>, Vadim Tulchinsky <vadim.tulchinsky@gmail.com>, mike.sully53@yahoo.com

Good Morning,

I'd like to submit a special permit application to City Council (via DGR) under Section 4.7.3. to reconstruct a non-conforming structure (two wood egress staircases) located at 106 and 120 High Street in Holyoke (Parcel 013-01-006) for Wrights Block LLC.

Let me know if I need anything else from us to process the application.



William Womeldorf

Partner, Director of Development

Urbanist Development Inc

Cell: 413-388-3372

2 attachments

Wrights City Compliance 12-2025.pdf
720K

Wrights Block LLC - Special Permit through 4.7.3.

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Thu, Feb 12, 2026 at 8:37 AM

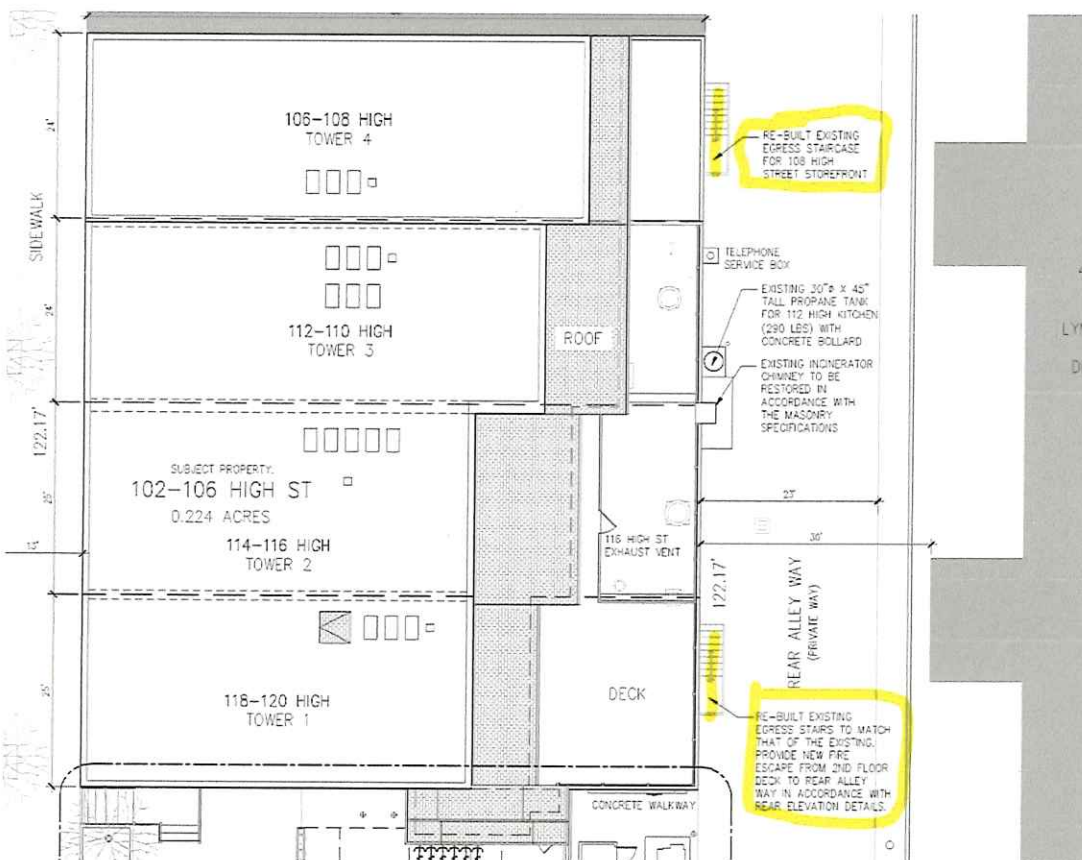
To: Jeffery Anderson-Burgos <Anderson-BurgosJ@holyokey.org>

Cc: Alec <alec@forgemgmt.com>, Vadim Tulchinsky <vadim.tulchinsky@gmail.com>, mike.sully53@yahoo.com

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2 attachments

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720K



Date: 2/12/2026

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

Section 4.7.3. Reconstruct Non-Conforming Structure

RECEIVED

FEB 13 2026

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Address: 444A North Main Street, Suite 315, East Longmeadow MA 01028

Contact Name Vadim Tulchinsky Address (if other) _____

Contact Phone (413) 388-3372 Fax # _____

Name of Applicant: Same as Owner
(if different from owner)

Address: _____

Phone: _____ Fax # _____

Name of Engineer/Surveyor/Sign Company: R Levesque Associates inc.
(if applicable)

Address: 40 School Street, Westfield MA Phone _____

Name of Project: Wrights Block Redevelopment

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Book: 22687 Page: 97

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Map 013 Block 01 Parcel 006

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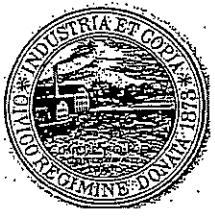
APPLICANT (please print)

SIGNATURE OF APPLICANT

Wrights Block LLC

OWNER (or LEGAL COUNSEL)

SIGNATURE OF OWNER (or LEGAL COUNSEL)



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE 2/13/24

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<u>N/A</u>	Excise
<u>N/A</u>	Payment Plan

Comments:

Applicant:

Wrights Block, LLC

Address:

106-120 High St.

Property Owner:

Wrights Block, LLC

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Tax Collector
413.322.5530

Rory Casey
City Treasurer
413.322.5560

Wrights Block LLC - Special Permit through 4.7.3.

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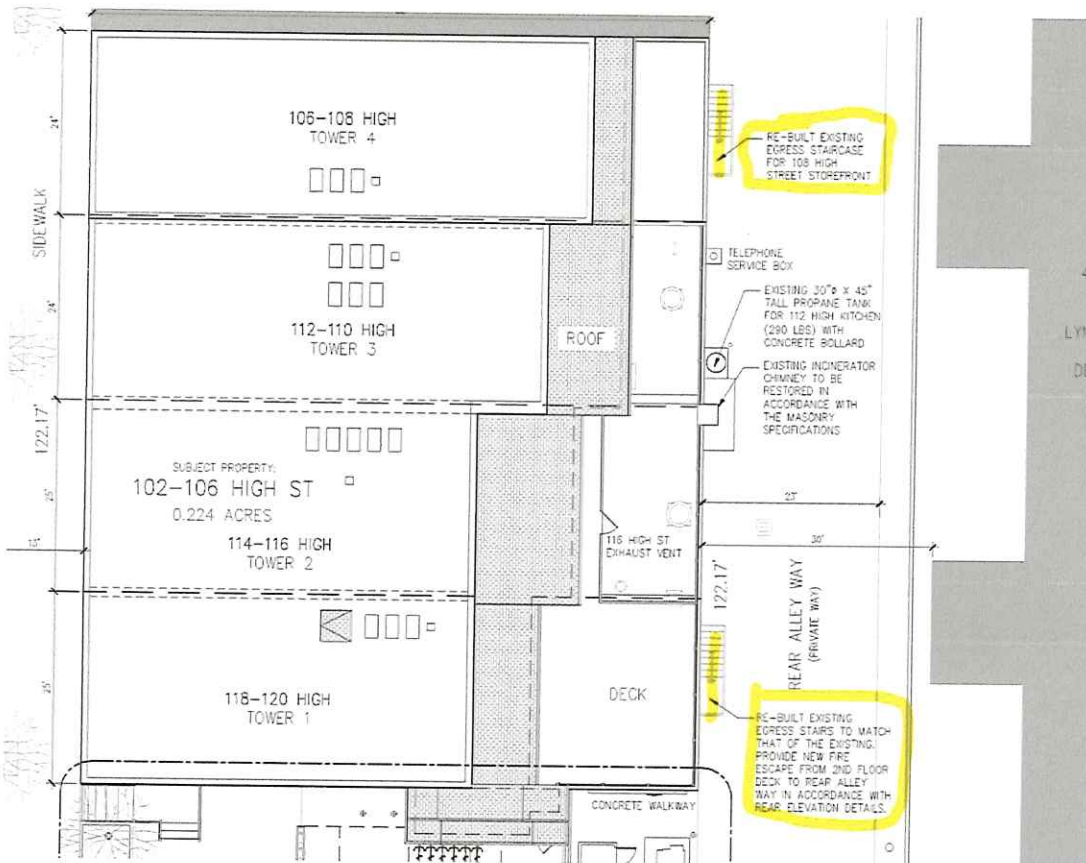
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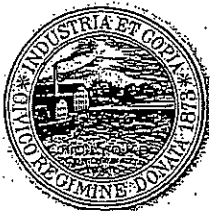
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SIGNATURE OF APPLICANT

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OWNER (or LEGAL COUNSEL)

SIGNATURE OF OWNER (or LEGAL COUNSEL)



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Wrights Block, LLC

Address:

106-120 High St.

Property Owner:

Wrights Block, LLC

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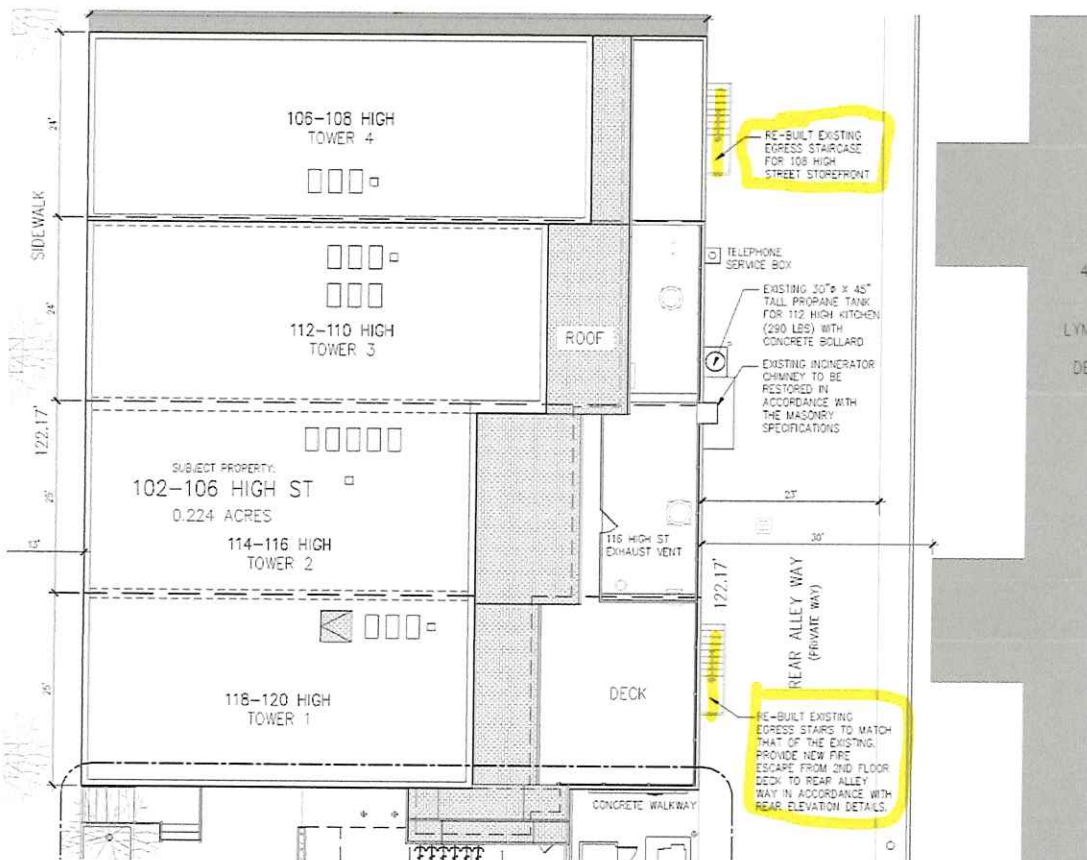
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720K



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SPECIAL PERMIT APPLICATION FOR**

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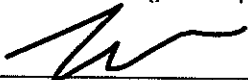
=====

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: _____

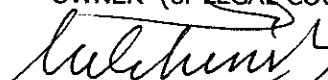
Reconstruct two egress staircases at the rear of 106 and 120 High Street for the
commercial storefront units into the rear alleyway in footprint of existing staircases

Will any other permits or variances be required? If so, please list and indicate if they have been applied for or obtained.
None

Wrights Block LLC
APPLICANT (please print)


SIGNATURE OF APPLICANT

Wrights Block LLC
OWNER (or LEGAL COUNSEL)


SIGNATURE OF OWNER (or LEGAL COUNSEL)



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE 2/13/24

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
<u>N/A</u>	Personal Property
<u>N/A</u>	Excise
<u>N/A</u>	Payment Plan

Comments:

Applicant:

Wrights Block, LLC

Address:

106-120 High St.

Property Owner:

Wrights Block, LLC

Respectfully,

Laura E. Wilson
Tax Collector
413.322.5530

Rory Casey
City Treasurer
413.322.5560

Wrights Block LLC - Special Permit through 4.7.3.

Bill Womeldorf <bill@wawdevelopment.com>

Thu, Feb 12, 2026 at 8:37 AM

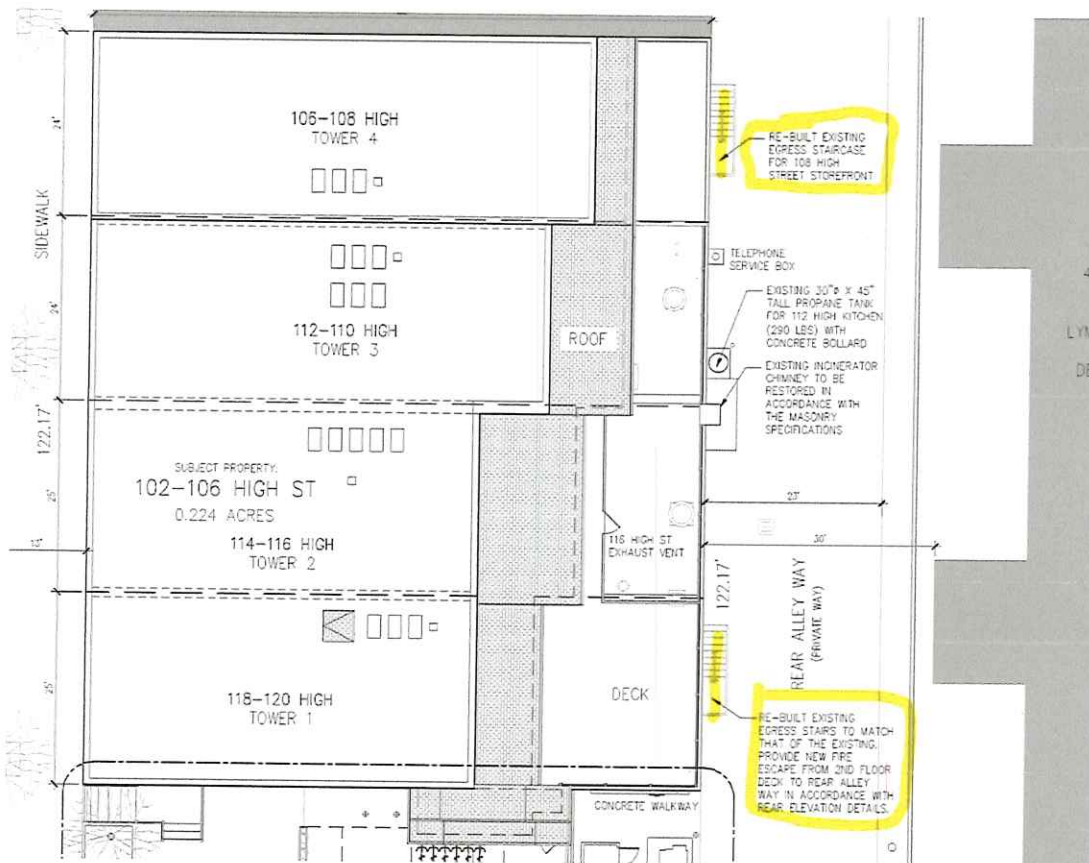
To: Jeffery Anderson-Burgos <Anderson-BurgosJ@holyokey.org>

Cc: Alec <alec@forgemgmt.com>, Vadim Tulchinsky <vadim.tulchinsky@gmail.com>, mike.sully53@yahoo.com

Good Morning,

I'd like to submit a special permit application to City Council (via DGR) under Section 4.7.3. to reconstruct a non-conforming structure (two wood egress staircases) located at 106 and 120 High Street in Holyoke (Parcel 013-01-006) for Wrights Block LLC.

Let me know if I need anything else from us to process the application.



William Womeldorf

Partner, Director of Development

Urbanist Development Inc

Cell: 413-388-3372

2 attachments

Wrights City Compliance 12-2025.pdf
720K

IN THE YEAR TWO THOUSAND AND TWENTY-SIX

_____ AMENDMENT TO SECTION 2-35 OF THE REVISED CODE OF ORDINANCES OF THE CITY OF HOLYOKE, MASSACHUSETTS 1997

AN ORDINANCE

Be it ordained by the City Council of the City of Holyoke as follows:

SECTION 1. That Section 2-35 of the Revised Code of Ordinances of the City of Holyoke, Massachusetts, 1997, as amended, shall be and is hereby further amended:

BY AMENDING THE LAST SENTENCE OF THE DEFINITION IN SECTION 86-1 ENTITLED “MOTORIZED SCOOTERS” BY REMOVING THE PERIOD AT THE END OF THE SENTENCE AND INSERTING THEREAFTER THE FOLLOWING NEW LANGUAGE:

“including those defined under M.G.L. Chapter 90, section 1A or 1E as a “motorized bicycle” or “motorized scooter.”

SECTION 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3. This ordinance shall take effect upon its passage.

APPROVED AS TO FORM:

_____/s/_____
Michael D. Bissonnette
Assistant City Solicitor **E 3**

SIGN AND RETURN THIS DOCUMENT TO MASSDEP VIA EMAIL

GRANT SCOPE OF WORK
BETWEEN THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF ENVIRONMENTAL PROTECTION ("MassDEP")
AND THE City of Holyoke ("Grantee")

Pursuant to the Green Communities Act, relevant provisions of which are codified at M.G.L. c. 25A, Section 11F(d) and the regulations promulgated thereunder at 310 CMR 19.300 and in support of the Massachusetts Solid Waste Master Plan developed pursuant to M.G.L. c. 16, Section 21, MassDEP has awarded the Municipality a Sustainable Materials Recovery Program Grant ("Grant") under the Recycling Dividends Program ("RDP"). The Municipality has earned a payment of \$7,800. MassDEP and Grantee shall collectively be referred to as the Parties.

The RDP provides payments to municipalities that have implemented specific programs and policies proven to maximize reuse, recycling, and waste reduction. Municipalities receive payments according to the number of points their program earns based on the 2025 Details: Recycling Dividends Program and number of residential households served as described below. The RDP provides an incentive for municipalities to improve their recycling programs by implementing best practices and reward communities with model recycling and waste reduction programs.

Duration of the Grant: The term of this Scope of Work shall be in effect until the municipality has expended all RDP funds and reported to MassDEP on use of funds.

RESPONSIBILITIES OF THE MUNICIPALITY

1. Authority: The signatory of this Grant Scope of Work is authorized by the governing body of the Grantee to enter into this Grant Scope of Work on behalf of the Grantee and accept and utilize this Grant.
2. Commonwealth Terms and Conditions: The Grantee shall comply with the Commonwealth Terms and Conditions and other requirements set forth in the Grantee's executed Master Agreement.
3. Failure to Comply: If, in the judgment of MassDEP, the Grantee fails to comply with any of its responsibilities as identified in the Grant Scope of Work, then, at the election of MassDEP, (a) the Grantee may be deemed ineligible to participate for what time remains of the Grant period; and/or (b) title to all Grant materials purchased with these Grant funds immediately and without any further steps shall be transferred to MassDEP; and/or (c) MassDEP may find the Grantee not eligible to seek another Sustainable Materials Recovery Program Grant for up to three years; and/or (d) the Grantee shall repay the Grant funds to MassDEP within 90 days. MassDEP may provide written notice to the Grantee of any such failure to comply. Such notice may provide a time period and manner for the Grantee to cease or remedy the failure. Such notice from MassDEP of any such failure by the Grantee is not a precondition to MassDEP's right to select options (a), (b), (c), and/or (d) above. The Grantee shall follow the instructions of MassDEP regarding possession of the Grant materials (e.g., collection container). The Parties hereby agree to execute any and all documents necessary to accomplish said transfer. Furthermore, the Grantee shall transfer or arrange to transfer actual possession of said materials to an authorized representative of the Commonwealth of Massachusetts or its designee.
4. Recycling in Practice: The Grantee has established paper, bottle, and can recycling in all municipal buildings, offices and meeting spaces, including schools. The Grantee shall continue such paper, bottle and can recycling during the term of the Grant.
5. Notification of Buy Recycled Policy: The Grantee has established a written policy which promotes a preference for the purchase of recycled products in lieu of non-recycled products and distributes an annual notification of the Buy Recycled Policy, ordinance or by-law to all staff, department heads and employees with purchasing authority. This notice shall be sent from the Mayor, Board of Selectmen, Town Manager, Town Administrator or Chief Purchasing Officer and highlights specific opportunities to buy recycled products, the benefits of buying recycled products, and encourages the purchase of these products. The Grantee shall continue to send an annual notification during the term of the Grant.
6. RDP Payment Calculation: MassDEP has calculated the RDP Payment using the table below which shows payment brackets based on the number of households served by the municipal solid waste program and the point value for each bracket. See 2025 Details: Recycling Dividends Program guidance document for additional information on point value.

RDP Payment Brackets:

# of Households that Receive Trash Service Provided by the Municipality	Point Value - Basic Level 1-9 pts.	Point Value - Advanced Level ≥ 10 pts. & RDP EJ Populations
0 - 4,999	\$420	\$600
5,000 - 7,499	\$770	\$1,100
7,500 - 9,499	\$910	\$1,300
9,500 - 12,499	\$1,260	\$1,800
12,500 - 16,999	\$2,100	\$3,000
17,000 - 24,999	\$2,450	\$3,500
25,000 - 31,999	\$2,800	\$4,000
32,000 - 99,999	\$4,550	\$6,500
100,000 +	\$7,000	\$10,000

1. **Program Criteria:** The Municipality, through its RDP application, certifies that all points earned are for programs that were in place between July 1, 2025 and June 30, 2026 and that these programs fully meet the performance standard set forth in the 2025 Details: Recycling Dividends Program guidance document.
2. **Use of Funds:** RDP Payments shall be expended on activities and programs listed on the Approved Spending Categories for the Recycling Dividends Program and Regional Small Scale Initiative Funds, to enhance the performance of the Municipality's waste reduction programs. **Use of a dedicated account is required.** Funds may be carried over to future years and accumulated to fund a larger eligible expense or project. Planned use of funds shall be noted on the Annual RDP Spending Report. However, MassDEP may delay future RDP payments if municipality is not expending funds.
3. **Record Keeping:** The Municipality shall be responsible for keeping documentation (i.e., proof of purchase in the form of an invoice which lists the vendor name and address, item purchased, item price, number of items purchased and shipping costs if any) by calendar year, of how RDP funds were expended and the remaining balance of RDP funds. MassDEP may conduct record audits to ensure compliance with this Contract.
4. **Reporting:** The Grantee shall file an annual Recycling and Solid Waste survey and the RDP Spending Report by February 15, via ReTRAC, for the duration of this Grant. Failure to comply with these reporting requirements may jeopardize future grant awards.
5. **Environmental Compliance:** The Grantee understands receipt of a grant from MassDEP does not in any way imply that the Grantee is in compliance with applicable environmental regulations. This Grant Scope of Work shall not be construed as, nor operate as, relieving the Grantee or any other person of the necessity of complying with all applicable federal, state, and local laws, regulations and approvals. The Grantee's facility(ies) are subject to inspection at any time by MassDEP and noncompliance with applicable environmental regulations may result in formal enforcement actions, including penalties.
6. **Addendums:** Should MassDEP award additional Grant funds, an addendum to the Grant Scope of Work shall be provided to the Grantee. The same terms and conditions apply to the addendum.

1. **RDP Payment Calculation:**

The Municipality's payment has been calculated as follows:

(NET RDP POINTS EARNED) x (VALUE OF EACH POINT)

a. Bulky Items	0
b. Center for Hard to Recycle Materials	1
c. Curbside Recycling Regulation	2
d. Diversity, Equity, and Inclusion	1
e. Household Hazardous Waste	0
f. Organics	1
g. Recycling Center Access	1
h. Reuse Programs	0
i. Solid Waste Reduction	0
j. Waste Prevention Outreach and Education	0
 TOTAL RDP POINTS EARNED	 6
 POINT DEDUCTED DUE TO LATE SUBMISSION	 N/A
 NET RDP POINTS EARNED	 6
 VALUE OF EACH POINT	 \$1,300
 RDP PAYMENT AMOUNT	 \$7,800

IN WITNESS WHEREOF, MassDEP and the Grantee hereby execute this Grant Scope of Work.

COMMONWEALTH OF MASSACHUSETTS

By: _____
John Fischer, Deputy Division Director, Solid Waste
Department of Environmental Protection

(Date)

City of Holyoke
Municipal Official(s) Authorized to sign: Mayor
VC6000192102

By: _____
(Signature)

(Print Name)

Joshua A. Gardner

(Date)

(Title)

Mayor

11/13/2025

COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM

This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions, the Commonwealth Terms and Conditions for Human and Social Services, or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osd-forms.



CONTRACTOR INFORMATION		COMMONWEALTH INFORMATION	
Contractor Legal Name CITY OF HOLYOKE		Department Executive Office of Public Safety and Security	MMARS Code EPS
d/b/a		Contract Manager Name Lucy Colon	
Legal Address As entered on Form W-8 or Form W-4 536 Dwight St. Holyoke, MA 01040-5019		Business Mailing Address One Ashburton Place, Rm 2133, Boston, MA 02108	
Contract Manager Name Joseph Zurheide		Billing Address If Different	
Phone 413-322-6900	Fax	Phone 781-719-2093	Fax
Email 348@holyokepd.org		Email lucy.colon2@mass.gov	
Vendor Code VC 6000192102		MMARS Doc ID(s) 2026HOLYOKECITYOEARM	
Vendor Code Address ID e.g. "AD001" AD001		RFR/Procurement or Other ID Number Chapter 9 of the Acts of 2025	
Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.			
☒ NEW CONTRACT Procurement or Exception Type (Check one option only) ☐ Statewide Contract (OSD or an OSD-designated department.) ☐ Collective Purchase (Attach OSD approval, scope, and budget.) ☐ Department Procurement - Includes all Grants 815 CMR 2.00. (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.) ☐ Emergency Contract (Attach justification for emergency, scope, and budget.) ☐ Contract Employee (Attach Employee Status Form, scope, and budget.) ☐ Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.) ☒ Other Procurement Exception (Attach authorizing language, legislation with specific exemption or waiver, and exception justification, scope, and budget.)		☐ CONTRACT AMENDMENT Current Contract End Date PRIOR to Amendment Amendment Amount Or Enter "No Change" Amendment Type Check one option only. Attach details of amendment changes. ☐ Amendment to Date, Scope, or Budget (Attach updated scope and budget.) ☐ Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.) ☐ Contract Employee (Attach any updates to scope or budget.) ☐ Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)	
TERMS AND CONDITIONS The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding. Check ONE option: ☒ Commonwealth Terms and Conditions ☐ Commonwealth Terms and Conditions for Human and Social Services ☐ Commonwealth IT Terms and Conditions			
COMPENSATION Check ONE option. The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. ☐ Rate Contract (No Maximum Obligation). (Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) ☒ Maximum Obligation Contract. Total maximum obligation for total duration of this contract (or new total if contract is being amended): \$50,000.00			

PROMPT PAYMENT DISCOUNTS (PPD)

Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See Prompt Pay Discounts Policy.

Contractors requesting accelerated payments must identify a PPD as follows:

Payment issued within:	10 days	% PPD,
	15 days	% PPD,
	20 days	% PPD,
	30 days	% PPD,

If PPD percentages are left blank, identify reason:

☐

Statutory/legal

☐

Ready Payments (M.G.L. c. 29, § 23A)

☐

Agree to standard 45-day cycle

☒

Only Initial payment

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT

Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.

FY2026 GAA line item 8000-0313, earmark for public safety projects and grants program: provided further, that not less than \$30,000 shall be expended for the police department of the city of Holyoke for the purchase of gym equipment. That no less than 20,000.00 shall be expended for the Holyoke Traffic Division of the Holyoke Police Department to purchase safety and police equipment.

SUPPLIER DIVERSITY PROGRAM (SDP) PLAN

Does the Supplier Diversity Program apply?

☐

YES

If YES, the Contractor's annual SDP commitment for this Contract is

☒

NO

If NO, and the department is an Executive Department, enter the appropriate exemption: Legislative Earmark

ANTICIPATED START DATE (Complete ONE option only)

The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

☒

1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.

☐

2. may be incurred as of , 20 , a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.

☐

3. were incurred as of , 20 , a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE

Contract performance shall terminate as of June 30, 2026, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS

Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable), and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR

Signature and date must be captured at time of signature.

Signature

Date

Print Name

Print Title

AUTHORIZING SIGNATURE FOR THE DEPARTMENT

Signature and date must be captured at time of signature.

Signature

Date

Print Name

Print Title

Christina Lento

Director of Fiscal Affairs



JOSHUA A. GARCIA
Mayor

**Holyoke Police Department
138 Appleton Street
Holyoke, Massachusetts 01040-5706**



BRIAN KEENAN
Chief of Police

November 12, 2025

Executive Office of Public Safety and Security
One Ashburton Place
Room 2133
Boston, MA 02108

RE: Request for release of FY26 Earmark Funds – Acts of 2025, Chapter 9, Line item 8000-0313

To Whom it May Concern,

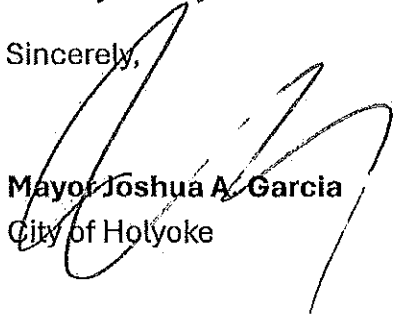
On behalf of the City of Holyoke and the Holyoke Police Department, I respectfully request the release of the FY26 earmarked funds authorized in the Acts of 2025, Chapter 9, line item 8000-0313, which states that not less than \$20,000 shall be expended for the Holyoke Traffic Division of the Holyoke Police Department to purchase safety and police equipment.

These funds will be used to purchase upgraded traffic and safety equipment to enhance visibility, improve public safety at roadway events, and ensure the Auxiliary Division has the necessary tools to effectively support police operations throughout the city.

We appreciate the continued support of the Healey-Driscoll Administration, the Executive Office of Public Safety and Security, and Senator John Velis in assisting us with this important initiative. Please let us know if any additional documentation or information is required to move forward with the contract and release of funds.

Thank you for your time and attention.

Sincerely,


Mayor Joshua A. Garcia
City of Holyoke

Birthplace of Volleyball 1895

Telephone: (413) 322-6900





JOSHUA A. GARCIA
Mayor

Holyoke Police Department
138 Appleton Street
Holyoke, Massachusetts 01040-5706



BRIAN KEENAN
Chief of Police

November 12, 2025

Executive Office of Public Safety and Security
One Ashburton Place
Room 2133
Boston, MA 02108

RE: Request for release of FY26 Earmark Funds – Acts of 2025, Chapter 9, Line item 8000-0313

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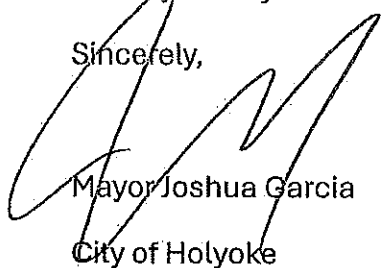
On behalf of the City of Holyoke and the Holyoke Police Department, I respectfully request the release of the FY26 earmarked funds authorized in the Acts of 2025, Chapter 9, line item 8000-0313, which states that not less than \$30,000 shall be expended for the Holyoke Police Department to purchase gym equipment for departmental use.

These funds will be used to purchase upgraded physical fitness equipment that supports officer wellness, reduces workplace injuries and enhances overall operational readiness across the department.

We appreciate the continued support of the Healey-Driscoll Administration, the Executive Office of Public Safety and Security, and Senator John Velis in assisting us with the important initiative. Please let us know if any additional documentation or information is required to move forward with the contract and release of funds.

Thank you for your time and attention

Sincerely,


Mayor Joshua Garcia
City of Holyoke

Birthplace of Volleyball 1895

Telephone: (413) 322-6900



Local Public Safety Projects and Grants Earmarks

For local public safety projects and grant programs; provided, that not less than \$50,000 shall be expended for the Southern Berkshire Volunteer Ambulance Squad, Inc. to provide out-of-hospital advanced life support care to communities in the western Massachusetts; provided further, that not less than \$25,000 shall be expended to North Suffolk Community Services, Inc. to coordinate and implement eviction sealing outreach and coordination; provided further, that not less than \$25,000 shall be expended for the Ware River Valley Domestic Violence Task Force in the town of Ware; provided further, that not less than \$75,000 shall be expended for the purpose of project management, site planning and design work for a new police and fire station as part of a municipal complex in the town of Westminster; provided further, that not less than \$35,000 shall be expended for upgrades to the police station in the town of West Brookfield; provided further, that not less than \$100,000 shall be expended to make repairs to the fire hydrant system in the town of Hardwick; provided further, that not less than \$100,000 shall be expended to BlueForce Strategies Inc. to provide law enforcement organizations with no-cost training in areas such as de-escalation and stress mitigation and management through its Community First Project; provided further, that not less than \$35,000 shall be expended to the town of Shrewsbury for the purchase of a search and rescue vehicle; provided further, that not less than \$12,000 shall be expended to the town of Shrewsbury for electronic voting equipment; provided further, that not less than \$21,000 shall be expended for the operations of the Worcester court-appointed special advocates program; provided further, that not less than \$100,000 shall be expended for the purchase of, or reimbursement for the purchase of, soft shell helmet covers or other related safety equipment for youth football teams, including high schools in the cities of Amesbury and Haverhill and the towns of Andover, Merrimac, North Andover, Tewksbury and Wilmington; provided further, that not less than \$16,000 shall be expended for the police department in the town of Shirley for the purchase of a drone and supportive equipment; provided further, that not less than \$50,000 shall be expended to Compete With Purpose, Inc. for Score4More, Inc.'s annual Save R Streets event, a 2-day basketball tournament and peace weekend aimed at reducing violence in the city of Boston; provided further, that not less than \$30,000 shall be expended for the police department of the city of Holyoke for the purchase of gym equipment; provided further, that not less than \$20,000 shall be expended for the Holyoke auxiliary traffic division of the Holyoke police department to purchase safety and police equipment; provided further, that not less than \$35,000 shall be expended to the town of Marblehead for upgrades to the Marblehead police department's duty firearms, including replacement sidearms and red-dot sighting systems; provided further, that not less than \$175,000 shall be expended to the Southeastern Massachusetts Law Enforcement Council, Incorporated to provide law enforcement officers with access to critical incident stress management and peer support programs; provided further, that not less than \$25,000 shall be expended to the town of East Bridgewater for its police drone program; provided further, that not less than \$15,000 shall be expended for the police department of the town of Seekonk for the purchase of body-worn cameras; provided further, that not less than \$65,000 shall be expended for a critical incident response and community outreach truck for the police department in the town of Mills; provided further, that not less than \$25,000 shall be expended for radios in the police department in the town of Plainville; provided further, that not less than \$50,000 shall be expended to the cities of Springfield and Chicopee for C3 police management in low-income and downtown neighborhoods to facilitate community involvement; provided further, that not less than \$20,000 the town of Abington for its police department for such purposes including, but not limited to, training, embedded clinicians and an enclosed transport trailer for critical incident response; provided further, that not less than \$80,000 shall be expended to the city of Worcester for software improvements and equipment at the Worcester police department; provided further, that not less than \$15,000 shall be expended for the purchase of an all-terrain vehicle for the police department in the town of Buxford; provided further, that not less than \$130,000 shall be expended for the purchase body-worn cameras for the police department in the town of Freetown; provided further, that not less than \$100,000 shall be expended to conduct a feasibility study for a public safety building in the town of Somerset; provided further, that not less than \$10,000 shall be expended to the Attleboro Vincentian Immersion Reentry Project administered by the Society of St. Vincent de Paul District Council of Attleboro in the city of Attleboro to serve incarcerated and formerly incarcerated individuals throughout Bristol county; and provided further, that not less than \$15,000 shall be expended to Sisters@Heart, Inc. for the purchase, installation and maintenance of publicly accessible automatic external defibrillators in the towns of Mansfield and Foxborough and for the purchase of training materials to support the education of the proper use of automatic external defibrillators; provided further, that not less than \$30,000 shall be expended to make critical upgrades to the public safety building in the town of Saugus; provided further, that not less than \$12,126 shall be expended for the purchase of automated external defibrillators for police patrol cruisers in the town of Westborough; provided further, that not less than \$125,000 shall be expended for the Dismas House of Massachusetts, Inc. in city of Worcester; provided further, that not less than \$25,000 shall be expended for police equipment, including rifles and shields, for the city of Melrose; provided further, that not less than \$50,000 shall be expended to the town of Wenham for the procurement of a rescue boat to be used by the Wenham fire department; provided further, that not less than \$15,000 shall be expended for the study of building out a regional dispatch center for public safety in the town of Blackstone; provided further, that not less than \$20,000 shall be expended for the acquisition of tactical and active response equipment for the police department in the town of Charlton; provided further, that not less than \$40,000 shall be expended for public safety improvements in the town of Grafton; provided further, that not less than \$25,000 shall be expended for public safety improvements in the town of Northbridge; provided further, that not less than \$25,000 shall be expended for public safety improvements in the town of Upton; provided further, that not less than \$5,000 shall be expended to the town of Mansfield for the Mansfield police department for programs or systems to assist in tracking, finding or rescuing vulnerable people; provided further, that not less than \$25,000 shall be expended for necessary HVAC replacements to the public safety building in the town of Seekonk; provided further, that not less than \$20,000 shall be expended to the town of Milton's police department to increase access to clinician resources; provided further, that not less than \$30,000 shall be expended to the town of Mansfield for a mobile blood transfusion program; provided further, that not less than \$20,000 shall be expended to the city of Boston for the payroll costs of the Boston police department for dedicated patrols of the Fairmount Housing Development in the Hyde Park section of the city of Boston; provided further, that not less than \$90,000 shall be expended to the Northwestern Youth Fire Intervention Response, Education and Safety Partnership (NoFIREs) program to support fire safety education and intervention services for families in the region; provided further, that not less than \$50,000 shall be expended to the city of Boston for the payroll costs of the Boston police department for dedicated patrols of Uphams Corner, Bowdoin street, Geneva avenue, Grove Hall, Washington street (Four Corners), Old road, Blue Hill/Columbia in the Dorchester and Roxbury sections of the city of Boston; provided further, that not less than \$100,000 shall be expended for the Braintree police department's family services unit in the city known as the town of Braintree; provided further, that not less than \$100,000 shall be expended for equipment for the city known as the town of Braintree's fire department; provided further, that not less than \$250,000 shall be expended for Recidiviz, Inc. to provide technology and data support to improve reentry outcomes; provided further, that not less than \$50,000 shall be expended to the city of Lynn for gun violence prevention community programming; provided further, that not less than \$50,000 shall be expended for the police department in the town of Plymouth to purchase deployable traffic safety barriers for use during public events; provided further, that not less than \$65,000 shall be expended to the town of Auburn for public safety communication equipment and programming of dispatch radio consoles; provided further, that not less than \$25,000 shall be expended to the Tyngsborough police department for Lake Mascopic marine patrols; provided further, that not less than \$19,000 shall be expended for the equipment needs of the Bourne police department; provided further, that not less than \$50,000 shall be expended to the town of Boylston as compensation for hosting a municipal police training academy; provided further, that not less than \$100,000 shall be expended to the Northeastern Massachusetts Law Enforcement Council, Inc.; provided further, that not less than \$50,000 shall be expended to the Boston police department area A-1 district for ADA-compliant barriers for events in the A-1 district; provided further, that not less than \$25,000 shall be expended for the Woburn police department for capital items; and provided further, that not less than \$50,000 shall be expended for the Boston Main Streets Foundation to support the installation of security cameras in commercial districts located within the 5th Suffolk district and served by the Boston main streets program, in coordination with local Main Streets organizations and public safety officials

City of Holyoke Request for Appropriation Transfer Within a Classification

Dept. Name PURCHASING

2/27/2026

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

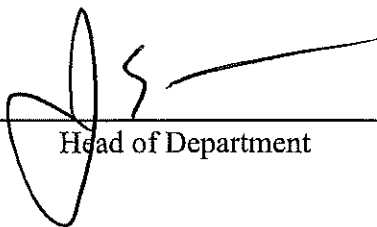
Expenditures X

Capital Outlay

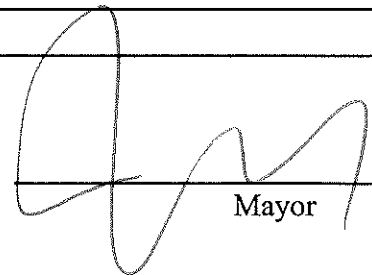
Account No.		Account Name	\$ Amount	
Organization	Object		From	To
11381	51102	ASST CHIEF PROCUREMENT OFFICER	\$ 21,000.00	
19202	57200	OUT OF STATE TRAVEL		\$ 21,000.00

Reason for request:

TYLER CONNECT CONFERENCE



Head of Department



Mayor

City of Holyoke Request for Appropriation Transfer Within a Classification

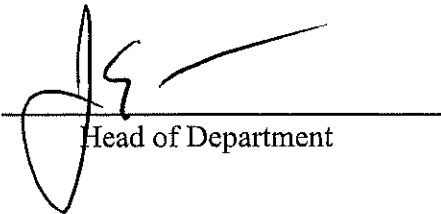
Dept. Name PURCHASING2/27/2026

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:

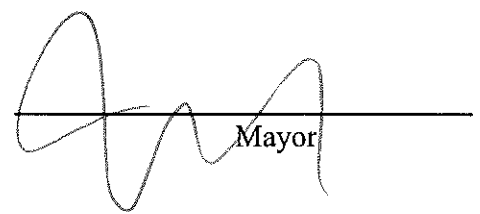
Personal Services XExpenditures XCapital Outlay

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
11381	51102	ASST CHIEF PROCUREMENT OFFICER	\$ 34,800.00	
11461	51107	REVENUE COLLECTION SPECIALIST		\$ 17,100.00
11451	51132	PAYROLL SPECIALIST		\$ 4,100.00
11451	51101	TREASURER		\$ 7,200.00
11351	51101	AUDITOR		\$ 6,400.00

Reason for request:

MUNICIPAL MODERNIZATION ACT PHASE 1


Head of Department



Mayor