

AGENDA FOR THE CITY COUNCIL

APRIL 7, 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 March 17, 2026 meeting

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 Garcia, letter reappointing various members to serve as Commissioners of the Council on Aging
7. From Mayor Joshua Garcia, letter reappointing Mr. George Mettey of 7 Hemlock Drive to service as a Fire commissioner. Mr. Mettey will serve a three-year term expiring May 13, 2029.
8. From Holyoke Police Department-monthly traffic reports from various locations
9. From Disabilities Commission-communication regarding winter parking bans
10. From Planning Department- communications that provide additional explanations and comparisons related to the zoning change package.
11. From Schermerhorn's Restaurant-communications regarding re-construction, located at [224 Westfield Road, Holyoke](#).
12. From Jenee King, Holyoke resident, letter regarding Council vote on air raid siren
13. From Board of Fire Commission-meeting minutes from February 2, 2026

14. From Holyoke Conservation Commission- meeting minutes from 2-12-26 and 3.12.26
15. From Planning Board- meeting minutes October 14, 2025
16. Planning Board NOD for Site Plan Review, ISO New England at 115 Whiting Farms Rd
17. Planning Board NOD for Special Permit to exceed fence height, ISO New England at 115 Whiting Farms Rd
18. Planning Board NOD for Multiple Principal Structures, ISO New England at 115 Whiting Farms Rd
19. From Lauren Niles, Holyoke Planning Board, recommendation for parking on residential properties proposal
20. From Lauren Niles, Holyoke Planning Board, review of Riverside Cannabis special permit
21. From Lauren Niles, Holyoke Planning Board, recommendation for creation of an RC district.
22. From Lauren Niles, Holyoke Planning Board, recommendation for data centers zoning ordinance

PETITIONS

23. Petition from Tai Kang for a renewal of a Second Hand License at 311 High St.
24. Petition from EcoATM for a renewal of a Second Hand License at 250 Westfield Rd.
25. Petition from EcoATM for a renewal of a Second Hand License at 50 Holyoke St.
26. Petition from EcoATM for a renewal of a Second Hand License at 2261 Northampton St.
27. Petition from William F. Sullivan and Co. Inc for a renewal of a Junk Dealer's License at 1-3 Jed Days Landing
28. Petition from William F. Sullivan and Co. Inc for a renewal of a Junk Dealer's License at 107 Appleton St.
29. Petition from Amanda and Marcos Garcia for a renewal of a Home Occupation at 25 Brenton Lane.

REPORTS OF COMMITTEES

30. The Committee on Ordinance to whom was referred an order that the ordinance for the Weights and Measures fee schedule be updated per the recommendations of the Director.
Recommended that the order be adopted.
31. The Committee on Ordinance to whom was referred an order that the city adopt an ordinance that would prohibit the use of SGARs on City-owned properties.

Recommended that the order be adopted, and that the Board of Health be requested for a written plan on transitioning to alternatives.

32. The Committee on Ordinance to whom was referred an order that the City Council would adopt a resolution in support of Senate Bill 2721 and House Bill 965: An Act restricting the use of rodenticides in the environment.
Recommended that the order be adopted.
33. The Committee on Ordinance to whom was referred a Petition of Dario Tara-Ramones-zone change at 131 Westfield Rd. Holyoke
Recommended that the order be given a leave to withdraw without prejudice.
34. The Committee on Ordinance to whom was referred an order That section 38-73 (a) of the code of ordinances be amended to add the following;
(11) Sounding or permitting the sounding of any signal from any bell, chime, whistle, or similar device, intended primarily for nonemergency purposes from any place, for more than 3 minutes in any 7 day period.
Recommended that the order be given a leave to withdraw.
35. 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 **"SFY26 PROJECT SAFE NEIGHBORHOOD, \$47,149.95, 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.
36. 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 **"SFY26 COMMONWEALTH PROJECT SAFE NEIGHBORHOOD, \$13,900.00, 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.

37. The Committee on Finance to whom was referred an order that the project team involved in the chamber renovation project come into a Finance Committee meeting to discuss project scope and costs. This discussion is intended to provide an opportunity to brief councilors on the project, discuss questions and concerns, and gain insight ahead of the team submitting an appropriation request.
Recommended that the order has been complied with.
38. The Committee on Development and Governmental Relations to whom was referred a Special permit application of Holyoke Mall Company - Pyramid Companies at 50 Holyoke Street (176-00-Lot 10C) to raise the roof height of approximately 50,000 sq ft of the former Sears to accommodate layout for Dick's House of Sport project per sec 5.3.1.
Recommended that the special permit be granted.
39. The Committee on Development and Governmental Relations to whom was referred an order that the City Council approve the Resolution for the Certified Housing Development Incentive Program Project including a Local Tax Increment Exemption (TIE) Agreement with 103 Lyman LLC for the downtown market rate housing development at 103 - 105 Lyman Street (Assessors Map 037, Block 05, Parcel 007).
Recommended that the order be adopted.
40. The Committee on Development and Governmental Relations to whom was referred an order that the sale of Holyoke Assessors Parcel 006-08-012, 106 Pine Street, Holyoke, MA to Alan Schneider, or his nominee, for \$5,800.00 authorized by the City Council on September 17, 2025, be amended to reflect that the City will receive \$4,800.00 after payment of \$1,000.00 to the Buyer's broker.
Recommended that the order be adopted.
41. The Committee on Development and Governmental Relations to whom was referred a Request for Consideration of FY 2025-2026 Opioid Grant Applications
Recommended that the committee's allocation recommendations be adopted.
42. The Committee on Development and Governmental Relations to whom was referred a request for reprogramming of 2025 CDBG funding, updated DGR recommendations for 2026 CDBG funding.
Recommended that the order has been complied with.
43. The Committee on Development and Governmental Relations to whom was referred a Special permit application for home occupation of Mustafa Ibic at 60 Westfield Road (122-00-017) for Custom Tailor tailor shop per 4.8.2.
Recommended that the application be given a leave to withdraw.

MOTIONS, ORDERS AND RESOLUTIONS

44. Thalheimer, Rivera, I. -- Order that in collaboration with Parks & Recreation and the Office of Conservation and Sustainability, the existing garden at Laurel Park be evaluated for the possibility of being transformed into a pollinator garden / native species garden.
45. Thalheimer, Panitch, Purcell -- Invite Veterans Services Department Director Laddy Rua to an upcoming Public Safety meeting for a conversation highlighting the services they

provide and render in Holyoke to support veterans, especially those dealing with Post-Traumatic Stress Disorder (PTSD). Send to Public Safety.

46. Vacon- ORDER: That HG&E add a street light between 80 & 82 Meadowbrook Road as requested by residents in the neighborhood.
47. Vacon- ORDER: that a written legal opinion be provided regarding the authority of the Mayor to make a temporary appointment of Treasurer when it is in direct conflict with our charter that calls for the city council to make a three (3) year appointment of a qualified treasurer. Include in the opinion: Should any appointment meet minimum qualifications for the position as established by ordinance?
Also opine on the authority of the mayor to extend any temporary position beyond 60 days. We have now been in violation of our charter for over one year and we should follow our charter until it is legally changed.
48. Vacon- ORDER: the city council appoint a qualified Treasurer in accordance with our charter as voted in January 2025. The HR Director post the position with the minimum qualifications. The position has now been vacant since February 2026 & the 60 day appointment has expired.
49. Vacon- Order: that in accordance with Section 86-95 of the Holyoke Code of Ordinances, 90 degree diagonal parking be established on the southerly side of Westfield Road at the 224 Westfield Rd property beginning at a point approximately 510 feet easterly of Bray Park Drive to a point 85 feet farther east.
50. Anderson-Burgos - Ordered that Anderson Street be added to the street paving list as the poor conditions of the road need to be addressed.
51. Anderson-Burgos - Ordered that the handicap sign in front of 332 Sargeant Street be removed as the resident no longer lives there.
52. Devine-Ordered, that the City Council give a proclamation to the entire DPW Staff for their excellent work done during the Parade Weekend 2026.
53. Devine- Ordered that the Planning Board and Planning Department submit all minutes of all discussions of the proposed changing of certain zones that will be discussed on April 14, 2026. Please submit these minutes prior to April 14, 2026. Send a copy to the Law Department.
54. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **THREE THOUSAND ONE HUNDRED FIFTY AND 00/100 Dollars (\$3,150.00)** as follows:

FROM

12102-55830 CLOTHING REIMBURSEMENT	\$3,000.00
12102-54220 SUPPLIES-OTHER	150.00
	TOTAL \$3,150.00

TO:

12101-51830 PAY-CLOTHING ALLOW/ADVANCE	\$3,150.00
	TOTAL \$3,150.00

55. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **NINE THOUSAND SEVEN HUNDRED FIFTY AND 00/100 Dollars (\$9,750.00)** as follows:

FROM

14261-51902 AUTO TEMP CO-OP	\$4,750.00
14261-51105 EVT MECHANIC	5,000.00
TOTAL	\$9,750.00

TO:

14262-54800 MOTOR VEHICLE FUEL	\$4,750.00
14262-52410 R&M-VEHICLES	3,000.00
14262-55835 TOOL REIMBURSEMENT	1,500.00
14262-54830 SUPPLIES-MOTOR VEHICLES	500.00
TOTAL	\$9,750.00

56. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **TEN THOUSAND FIVE HUNDRED AND 00/100 Dollars (\$10,500.00)** as follows:

FROM

16931-51102 PAY-BUILDING CUSTODIAN	\$10,500.00
TOTAL	\$10,500.00

TO:

16932-52500 R&M-BLDGS & GROUNDS	\$10,500.00
TOTAL	\$10,500.00

57. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the **"UNITED STATES ENVIRONMENTAL PROTECTION AGENCY, \$2,000,000.00, 25% MATCH (WAIVED)"** 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.

58. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **FOUR THOUSAND TWO HUNDRED AND 00/100 Dollars (\$4,200.00)** as follows:

FROM

15432-53190 EDUCATION & TRAINING	\$4,200.00
TOTAL	\$4,200.00

TO:

19202-57200 OUT OF STATE TRAVEL	\$4,200.00
TOTAL	\$4,200.00

59. Magrath-Smith –Ordered that TJ Plante, Rory Casey, and other relevant financial officers be invited into the Finance Committee to give a detailed update on the work done so far to reconcile our accounts for the last three years and implement the structural and procedural changes outlined in the Municipal Modernization Act.
60. Magrath-Smith, Ordered - that the purchase price for the property located at Easthampton Road, Parcl No.144-00-057 be reduced from \$7,500 and \$4,500 in light of the survey costs incurred by the abutter since the agreed-upon price. See attached letters from the abutter and her lawyer.
61. Murphy-Romboletti – Ordered, that the City Council approve the Amendment to the Special Tax Assessment Agreement with Valley Malt LLC for the development that is occurring at their 4 North Bridge Street property. The Special Tax Assessment Agreement was originally approved by the City Council on September 5, 2023. (Amendment attached)
62. Purcell: Order that Handicap Parking sign located at 14-16 School St be relocated closer to the Driveway switching it to where the no parking and speed limit sign is. Ordinance Committee & DPW
63. Purcell-Ordered that a handicap sign be installed at 186 Pine St. for Chicki Masciola. Handicap placard #PL9760684.

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]

REGULAR MEETING OF THE CITY COUNCIL

March 17, 2026

The meeting was called to order by President Murphy-Romboletti at 7:03 p.m.

The Clerk called the roll. Absent Members: 1 (Thalheimer) Present Members in person: 10 (Anderson-Burgos, Devine, Magrath-Smith, Maisonet, Murphy-Romboletti, Panitch, Purcell, I. Rivera, J. Rivera, Sullivan). Present Members on Zoom: 2 (Greaney, Vacon).

The Pledge of Allegiance was recited.

Motion was made and seconded to take a roll call vote that for the purposes of this meeting would be applicable to all motions to receive, to refer items to committee, remove items from the table, place items on the table, package items together, comply with items, adopt items not requiring a roll call, or suspend the rules, unless there is an objection. Motion carried.

President Murphy-Romboletti stated that there were special guests in attendance from the St. Patrick's Parade Committee, the Ancient Order of Hibernians, and the Holyoke Caledonian Pipe band.

The band led the dignitaries into chambers, filling the room with celebratory bagpipe music, to the enjoyment of all.

President Murphy-Romboletti introduced Parade Committee President, Jim Wildman, to introduce their award winners.

J. Wildman thanked the City Council for inviting them as a great tradition. He then recalled the emotions of joining the Council 6 years earlier after the decision was made to cancel the parade due to the Covid pandemic. He then emphasized that the parade had come back bigger and stronger. He then introduced and presented proclamations to their Grand Marshal, Michael J. Moriarty, the Citizenship Award winner. Miracle League of Western Massachusetts, O'Connell Award winner, D.J. O'Connor, Rohan Award winner, Tessa Murphy-Romboletti, and Gallivan Award winner, James Menard who was unable to attend that evening. He also stated that the JFK Award winner was Chief Jim McDonald from the Los Angeles Police Department, and the Ambassador Award winner was Katie Taylor. He then introduced Grand Colleen, Jadyn Lois Christie. He then introduced the members of the Colleen Court, Olivia Rose Royland, Miss Congeniality, Amanda Grace Royland, Bridie Claire Bowler, Anna Mary Evans, Paige Brady Leahy.

President Murphy-Romboletti announced the award winners for the Ancient Order of Hibernians. Woman of the Year, Catherine "Kit" Collamore, Man of the Year, Jordan Lemieux, and Christian Charity Award winner, Sister Betty Sullivan. She then presented a proclamation and offered congratulations to Mr. Wildman.

The Caledonian Pipe Band led the dignitaries out of the room.

The name of Councilor Panitch was pulled to head the roll call voting.

PRESIDENT'S REPORT

(14:05)

President Murphy-Romboletti offered a reminder that councilor marching in the parade should arrive at the plaza by 10, before roads begin closing, unless they were attending the Ambassador's Breakfast. She then stated she was involved in ongoing discussions with DLS (Division of Local Services), and reported that the FY23 audit was being reviewed. She added that the vibe in the recent meeting the previous week was good, and the state was pleased with the city's progress.

Councilor Sullivan noted that the day was Evacuation Day, the 250th anniversary of when the British had to evacuate Boston.

PUBLIC COMMENT

(16:30)

Jordan Lemieux, 17 Argyle Avenue, stated he was an Air Force veteran, retired firefighter, and lifelong Holyoke resident. He then expressed support for the siren as a symbol of the community, symbolizing resilience, history, and unity, and a reminder of shared experiences. He then noted the siren sounded a weekly test on Fridays at noon for over 75 years, a symbol that the city was ready and stand prepared. He added that the sound was comforting for many. He then stated that the horn was recently silenced, causing the city to rally to ask for it to be restored. He then stated that it could serve as an alert in times of emergency. He also stated that it connected people to their past. He then asked that the tradition be honored by allowing it to continue for generations to come.

Sean Sheedy, 27 Washinton Avenue, spoke on item 36, explaining that it would require a roll call vote as all MSBA projects did.

Dan Bresnahan, 29 Longfellow Road, stated that while the horn was just a horn to some, for others it was a reminder of a war that many only read about in schools. He then stated that the air horns were in many communities as a warning to citizens in case they were ever invaded. He added that Jim Curran was a great man that volunteered countless hours of his life to the city. He added that when the air horns were being removed, he agreed to keep them to prevent them from being scrapped, knowing the historical benefit of preserving them. He added that the horns were a reminder of a generation that deserved to be remembered for their sacrifices.

Lauri Solomon, 192 Walnut Street, stated that she had been in the evidence based substance misuse prevention field for over 20 years. She then explained that scare tactics through one shot deals and awareness campaigns often did not work. She then explained that scare tactics were those that focused on harms of a behavior. She added that they also often made the problem worse. She then suggested that anyone engaging in substance misuse prevention had a background in prevention science, not treatment.

Councilor Magrath-Smith made a motion to suspend the necessary rules to take up item 50 out of order. Councilor Sullivan seconded the motion. Motion carried.

50. Magrath-Smith - Ordered, that our ordinances be changed in order to allow the WW2 air raid siren at 109 Lyman Street to be sounded every Friday for up to two minutes at noon.

UNDER DISCUSSION:

Councilor Magrath-Smith explained that she filed this order and requested the provided legal form following concern about the length of time and possible unintended negative consequences of the other options that were previously proposed. He then emphasized that this order was clear, specific, and narrow. She then stated that she would like to see this approved right away, but respected if there were others that preferred to see the order go to committee for more discussion. She also recognized there were additional concerns about the impacts of the siren on those who have PTSD, and she was open to discussion about ways to mitigate those impacts such as noise cancelling headphones.

Councilor Devine commended those who spoke about this topic during public comment, adding that it spoke to her heart when thinking about her own father that served in the Navy. She then stated that she believed this should be voted on that night.

President Murphy-Romboletti noted that there was not yet a motion on the floor beyond the one to take it up out of order.

Councilor Devine made a motion to pass the first reading. Councilor Sullivan seconded the motion.

Councilor Vacon made a motion to suspend the necessary rules and accept the legal form to take final action. Councilor Devine seconded the motion.

Councilor Anderson-Burgos stated that while he was in favor of the siren and would support it, having grown up hearing it and respected the tradition, he believed it would be fairer to have the order go to committee to have an open discussion about it. He added that he had concerns with quick fixes. He then made a motion to refer the item to the Ordinance Committee. Councilor Purcell seconded the motion.

Councilor Greaney expressed support for the item as one who remembered hearing the siren at the dawn of the nuclear age. He added that the siren was a reminder to be prepared for adversaries.

Councilor I. Rivera stated that he was in favor of the horn for its nostalgic feel but expressed concern that residents living near the siren were not being fairly heard.

Councilor Panitch stated that she was moved by the speakers and felt the same way about the siren. She then stated that she would support it whenever this was voted on, adding that it was the cleanest of the options. She then emphasized the importance of hearing out the people who do have concerns about the siren and do find it painful to hear. She then suggested doing an anonymous survey of veterans to understand how pervasive the concerns were before assuming the concerns were trivial. She also expressed respect for those who had engaged in civil disobedience every Friday, and she had concerns with being put into the position of getting this done in order to avoid having people fined.

Councilor Purcell stated that as an Army veteran, he was in support for the siren but also believed in due process. He emphasized that this was not an emergency situation requiring emergency action, and that he would vote for it after it went through the process of going through the Ordinance Committee.

Councilor Sullivan stated that he saw no reason to delay this. He added that he had never heard complaints from veterans in the community. He also questioned the concerns about PTSD, noting that

there were no air raid sirens in Iraq or Afghanistan. He then stated that this should be passed as a sign of solidarity with the citizens.

Councilor I. Rivera emphasized that PTSD was not just a veteran concern, noting it also impacted those who were previously incarcerated and those who had gone through other situations that can cause PTSD. He further emphasized that the community had a large percentage of autistic children, particularly in the neighborhood around the siren, and their concerns should not be discounted.

Councilor Panitch pointed out that there may be reasons why some people hear complaints and some do not.

Councilor Devine emphasized that this had been going on for 75 years every Friday. She added that she had seen mostly support on Facebook with very few people against it.

Motion to refer to the Ordinance Committee failed on a call of the roll of the yeas and nays--Yeas 6 (Anderson-Burgos, Maisonet, Panitch, Purcell, I. Rivera, J. Rivera,)--Nays 6 (Devine, Greaney, Magrath-Smith, Murphy-Romboletti, Sullivan, Vacon)--Absent 1 (Thalheimer).

---> Order received and the Ordinance passed its first reading on a call of the roll of the yeas and nays--Yeas 11--Nays 1 (Anderson-Burgos)--Absent 1 (Thalheimer).

The Ordinance passed its second reading on a call of the roll of the yeas and nays--Yeas 11--Nays 1 (Anderson-Burgos)--Absent 1 (Thalheimer).

The Ordinance was passed to be enrolled.

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

Report of Enrollment received.

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

Councilor J. Rivera made a motion to suspend the necessary rules to take up items 36 and 53 out of order as a package. Councilor Devine seconded the motion. Motion carried.

36. The Committee on Joint Committee of City Council and School to whom was referred an order MSBA Statement of Interest

RECOMMENDATION: That the School Committee refer the Statement of Interest (SOI) for a core building project with the MSBA for the Lawrence School site to the full City Council for approval.

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

Committee Members:

Jenny Rivera
Howard Greaney, Jr
Tessa Murphy-Romboletti

UNDER DISCUSSION:

Councilor J. Rivera stated that the committee voted to move the statement of interest request to the full City Council, and approval would need to meet an April 17th deadline. She then explained that it did not commit the city to any financial obligation at the time.

Councilor Magrath-Smith asked if there was documentation about the statement of interest.

President Murphy-Romboletti stated that it was reviewed at the Joint Committee meeting and there was no additional documentation needed beyond the language of item 53 being read into the record and adopted on a roll call vote.

Councilor Greaney expressed support of this item.

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

53. Murphy-Romboletti- Resolved: Having convened in an open meeting on March 17, 2026 prior to the SOI submission closing date, the City Council of Holyoke, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 17, 2026 for the H.B. Lawrence School located at 156 Cabot Street, Holyoke, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements (Built in 1930--one of the district's oldest buildings; doesn't meet the school's education needs due to undersized classrooms and gymnasium, no media center, and insufficient space for students with disabilities and students who are English learners; outdated building systems including failing plumbing, failing heat, no air conditioning, limited ventilation, an absence of accessible public bathrooms, interior doorways, exterior entrances and exits); and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Holyoke to filing an application for funding with the Massachusetts School Building Authority.

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

REGULAR AND PENDING EXECUTIVE SESSION MINUTES

(50:35)

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

---> Laid on the table.

2. December 9, 2024 Finance Committee Executive Session Minutes - Reviewed and withheld in entirety as of September 17, 2025

---> Laid on the table.

3. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos, meeting minutes from March 3, 2026.

---> Received and adopted.

LAI D ON THE TABLE

(51:10)

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

---> Laid on the table.

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.

---> Laid on the table.

Councilor Panitch stated that items 6, 7, and 8 were discussed briefly at the last meeting as changes to the charter for consistency with the new financial modernization act.

Motion was made and seconded to remove item 6 from the table.

6. 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.

Recommended that the order be adopted.

UNDER DISCUSSION:

Councilor Panitch explained that this section related to residency requirements, and there was advice from the Law Department that the Superintendent of Schools no longer needed to be included in this section.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 0--Absent 2 (Anderson-Burgos, Thalheimer).

Motion was made and seconded to remove item 7 from the table.

7. 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.

Recommended that the order be adopted.

UNDER DISCUSSION:

Councilor Panitch stated that this was striking the office of Superintendent of Schools as the office did not belong in the section.

Councilor Magrath-Smith noted that there was a new order to address this same section, with some feeling that 2 years was too long a period of time to require someone to be a resident to be eligible for elected office. She then suggested that action not yet be taken when another order would be coming through to revise the same section.

Councilor Panitch stated that there was discussion in committee about the salience of that 2 year requirement, with Atty Bissonnette suggesting it may not even pass legal review, but the order did not

provide proper notice in order to be able to make that change so they decided to at least get this change done and then file a new order to consider making those other changes.

Councilor Vacon agreed that the order did not allow for consideration of taking out the 2 year requirement. She emphasized that the requirement had been in place when everyone ran for office, and everyone running for office is made aware of that requirement.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 10--Nays 1 (Magrath-Smith)--Absent 1 (Thalheimer)--Abstain 1 (Anderson-Burgos).

Motion was made and seconded to remove item 8 from the table.

8. 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.
Recommended that the order be adopted.

UNDER DISCUSSION:

Councilor Panitch stated that this section addressed what happened when there was vacancy in office, and this change was to remove the treasurer because they soon would no longer be an elected treasurer.

Councilor Vacon expressed concern with the language as it would eliminate the ability of the City Council to appoint a qualified treasurer. She then explained that her concern was not about the future but about the present. She then expressed concern with the plan of bringing the charter into compliance with the ordinance when the charter takes precedence over the ordinances. She also noted that these charter changes would not take effect until the state legislature approves them, and the current charter would remain the controlling document until those went through. She added that the mayor's 60 day temporary appointment of the treasurer would expire at the end of March, and the non-qualified treasurer would not be able to continue. She also stated that nothing would prevent posting for the position and stipulating that the treasurer position was slated to become treasurer/collector. She then expressed concern that inaction would lead to having no treasurer until the charter changes were approved by the state, potentially leaving a key position vacant for months.

Councilor Panitch asked Atty Bissonnette if there was any material danger in moving ahead with this, keeping Councilor Vacon's concerns in mind.

Atty Bissonnette advised that the vote to eliminate the elected treasurer set the stage for the charter changes, many that were implemented through the modernization act. He acknowledged Councilor Vacon's concern that there could be a gap. He added that with the absence of an elected, the open question was related to who did the appointing, and the current language of section 6 gave that power to the City Council to make a permanent appointment unless the state legislature approved the charter changes quickly.

Councilor Panitch suggested that this was both an argument to table the item for more clarification but also an argument to rush through quickly to try to avoid having a situation arise. She then asked if there was advice either way.

Atty Bissonnette suggested that the Council needed to take actions as were necessary to amend the charter to make it conform to the wishes of the voters. He also noted that the language of the referendum

indicated that the details of the worked out by ordinance. He then advised that this should be handled as quickly as possible.

President Murphy-Romboletti recalled that an acting auditor was temporarily appointed for up to two years, and then asked how that had been legal.

Atty Bissonnette stated that he was unsure if there was an answer to that. He then stated there should not be concern about moving this item forward that night and there would be no benefit in holding it back. He added that it would be good to get the ordinance and the charter in balance.

Councilor Devine recalled a time when an appointment to the City Solicitor couldn't get the necessary votes so the mayor kept reappointing them until the Council changed when she joined and they then had the requisite number of votes.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays-- Yeas 10--Nays 1 (Councilor Greaney)--Absent 1 (Thalheimer)--Abstain 1 (Anderson-Burgos).

COMMUNICATIONS

(1:11:25)

9. From Mayor Joshua Garcia-communication regarding the Noise Ordinance

---> Received.

10. From Treasurer Rory Casey-2025 reports on top 100 salaries, top 100 salaries for the schools and salaries of elected officials.

---> Received.

11. From HR Director Kelly Curran, UFCW Contract

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

12. From Board of Health Director Tim Rivers-letter regarding cannabis use

---> Received and referred to the Public Safety Committee.

13. From Board of Health Director Tim Rivers- HPS Curriculum and Programs Addressing Substance Use Awareness

---> Received and referred to the Public Safety Committee.

14. From Board of Health- Animal Control response to road kill order.

Councilor Magrath-Smith noted this was related to an order she filed that was sent to Public Safety.

---> Received and referred to the Public Safety Committee.

15. City of Holyoke Health Benefit Meeting- meeting minutes 2.9.26

Admin's note: initial action was to refer to the Finance Committee, which was later reconsidered.

---> Received.

Motion was made and seconded to suspend the necessary rules to take up items 16 and 17 as a package.

16. FY2026 General Fund Expense YTD Report
---> Received and referred to the Finance Committee.

17. FY2026 Sewer Enterprise Fund Expense YTD Report
---> Received and referred to the Finance Committee.

PETITIONS

REPORTS OF COMMITTEES

(1:14:35)

18. The Committee on Ordinance to whom was referred an order Review & amend the sign ordinance as needed to reduce the increased posting of a variety of signs on public property and other changes that may be offered.

have considered the same and Recommended that the Planning Board's recommendation to not amend the ordinance be adopted.

Committee Members:

Meg Magrath-Smith
Linda Vacon
Israel Rivera
Mimi Panitch
Anne Thalheimer

UNDER DISCUSSION:

Councilor Magrath-Smith stated that the current ordinances already restricted these types of signs and there wasn't a way to make them more unacceptable. She added that it became more of an enforcement issue. She also noted that it was often difficult to track down who put out the signs in order to fine people. She added that the DPW was being asked to just remove them when they see them.

Councilor Vacon stated that the order was filed on behalf of a constituent. She then stated that the DPW had already been disposing of them. She added that they discussed increasing fines, but they would first need to research if fines were actually ever given out.

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

19. The Committee on Ordinance to whom was referred an order That Ordinance 2-421 regarding times when meetings are to be conducted be amended to add the elected multi-member bodies of city including the City Council and School Committee.

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

Committee Members:

Meg Magrath-Smith
Linda Vacon
Israel Rivera
Mimi Panitch
Anne Thalheimer

UNDER DISCUSSION:

Councilor Magrath-Smith stated that the changes were considered to ensure meetings were accessible for the public, but they chose not to make changes because the Council's subcommittees were already required to meet after 5 p.m. and the Council rules already required its meetings be held at 7 p.m. She added that they also considered the requirement for the School Committee but after hearing concerns from them about logistics and their distinct needs when they need to meet with educators or parents, not to mention the questions about the power structure, they decided not to recommend adding the School Committee to the ordinance.

Councilor Vacon noted that the full School Committee meetings already do meet after 5 p.m., and some of the flexibility they needed was relative to their subcommittees.

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

20. The Committee on Ordinance to whom was referred an order that any senior completing hours to be eligible for tax work off have their taxes reduced by 1/2 the value in the 3rd quarter & 1/2 in the 4th quarter. Some taxpayers have quarterly bills less than \$1,000 & potentially risk losing the full work off benefit when it is all paid in the 4th quarter.

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

Committee Members:

Meg Magrath-Smith
Linda Vacon
Israel Rivera
Mimi Panitch
Anne Thalheimer

UNDER DISCUSSION:

Councilor Magrath-Smith stated that they were assured that the issue from earlier in the year was corrected.

Councilor Vacon stated that the order was filed after a constituent had not had the benefit on her tax filing but the Chief Assessor had since confirmed they were set up to do the abatement in both the third and fourth quarters.

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

21. The Committee on Ordinance to whom was referred an order that the Handicap Sign be removed from 894 Dwight St. Holyoke, MA. The resident no longer resides at that location.

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

Committee Members:

Meg Magrath-Smith
Linda Vacon
Israel Rivera
Mimi Panitch
Anne Thalheimer

UNDER DISCUSSION:

Councilor Magrath-Smith stated that the order was clear that it needed to be removed since the resident was no longer there.

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

The Ordinance passed its second reading.

The Ordinance was passed to be enrolled.

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

Report of Enrollment received.

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

Councilor Devine made a motion to reconsider the previous action on item 15. She noted that such items may have been referred to the Finance Committee in the past because some wanted to discuss them, but they were just minutes from a committee that had since held additional meetings. Councilor Magrath-Smith seconded the motion.

Councilor Vacon stated that she would support the motion, but explained she had previously asked that they go to the Finance Committee because it appeared there were significant increases in the costs that they were discussing, and there hadn't yet been minutes from the meetings after that.

Motion to reconsider carried.

---> Received.

(1:26:10)

22. The Committee on Finance to whom was referred a Petition of Jonathan Nieves-Vidot for Livery Service at 131 Waldo Street

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

Committee Members:

Patricia Devine
Michael Sullivan
Meg Magrath-Smith
Juan Anderson-Burgos
Nicole Maisonet

UNDER DISCUSSION:

Councilor Devine stated that the applicant used to do this for others and was now looking to go out on his own. She noted that the applicant pointed out that these types of licenses used to go through the Police Department and now went through the City Clerk.

President Murphy-Romboletti emphasized that this highlighted how difficult it can sometimes be for members of the public to know where they're supposed to go for certain needs.

---> Report of Committee received and recommendation Adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 0--Absent 2 (I. Rivera, Thalheimer).

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

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

Committee Members:

Patricia Devine
Michael Sullivan
Meg Magrath-Smith
Juan Anderson-Burgos
Nicole Maisonet

UNDER DISCUSSION:

Councilor Devine stated that the transfer had been to send some employees to a Munis conference. She noted that this had been separated out of a different transfer order to allow them to vote on this on its own. She then explained that the committee did not feel they could support this now but that it could come back in the next fiscal year.

Councilor Sullivan stated that Tyler Tech was the company putting on the conference as the designers of the Munis system. He emphasized that they had local offices in several cities in the region. He then stated that while it would be more expensive to have them come to the city to train on site, it could be worth exploring as the training would be specific to the needs of the city's departments.

---> Report of Committee received and recommendation to deny Adopted on a call of the roll of the yeas and nays--Yeas 11--Nays 1 (Murphy-Romboletti)--Absent 1 (Thalheimer).

24. The Committee on Finance to whom was referred an order that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "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.

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

Committee Members:

Patricia Devine
Michael Sullivan
Meg Magrath-Smith
Juan Anderson-Burgos
Nicole Maisonet

UNDER DISCUSSION:

Councilor Devine stated that there were currently 4 separate funds with balances in them from over the course of the fiscal years the city had been receiving these dividends.

Councilor Magrath-Smith stated that the program was paid out based on points the city was awarded by the state for a list of categories related to the city's recycling efforts. She noted that an order would be coming forward to get more information on what points the city had been eligible for and what additional points it could be. She added that the order would also seek more clarity on the balances in the funds from the previous fiscal years.

Councilor Sullivan explained that there was an encumbered purchase order of almost 5 years that there should be more information about.

---> Report of Committee passed two readings and Adopted on a call of the roll of the yeas and nays--Yeas 12--Nays 0--Absent 1 (Thalheimer).

(1:38:50)

25. The Committee on Public Safety to whom was referred an order That the city of Holyoke install storm warning lights much like those in neighboring communities. These would act to signal coming snow and other inclement weather storms, prompting residents to check our city web site as well as their preferred news sources. Storm warning lights would also act as a parking ban notification in an effort to assist our overextended police department.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that the item was an older item and this was the reason it was being given leave to withdraw.

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

26. The Committee on Public Safety to whom was referred an order The city engineer review the signaling at the Maple St / South St. / Parenteau Dr intersection. Multiple accidents and near-accidents have occurred there over the years as motorists from Maple St turn Left against oncoming traffic on South St (heading downtown). The intersection is proximate to the former Whole Donut and the Fitzpatrick Ice Rink.

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that the intersection was under review by a MassDOT consultant as part of an upcoming project.

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

27. The Committee on Public Safety to whom was referred an order City Engineer review options to improve road safety at Queen and Cherry St. Issue: trucks exiting Queen St. are seen driving over the median strip and making an illegal left-hand turn onto Cherry St. (Rt. 202-South)

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that there was discussion on the order and it was complied with.

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

28. The Committee on Public Safety to whom was referred an order that the City install a few signs: "No Trucks", "Slow Down, Children", and "No Parking Anytime" on the block across from 320 Elm St.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that the order could not be enacted as written, emphasizing that a no truck designation was a weight limit designation that had to be assigned by MassDOT, "slow down, children" signs were not recommended by MassDOT as they did not change driver behavior, and adding no parking would be an issue as there were already painted no parking areas and vehicles already could not park within 5 feet of a driveway.

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

29. The Committee on Public Safety to whom was referred an order That installation of a crosswalk near #64 County Rd be evaluated for improved safety.

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that that the requested crosswalk would cross over from Holyoke to Southamton, and it was complied with because it was discussed.

Councilor Vacon stated that it was complicated because it would be a two town issue, and it would have to be pursued in another way.

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

30. The Committee on Public Safety to whom was referred an order Constituent request (and 2d filing) – the condition of the sidewalk on Northampton St between West Glen and Clark streets is virtually unpassable especially for persons with disabilities. Refer to Public Safety and refer to DPW to request a written plan/solution to be sent to city council early in 2026.

have considered the same and Recommended that the order be given a leave to withdraw.

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that it was a duplicate of another order also with the committee.

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

31. The Committee on Public Safety to whom was referred an order The crosswalk and pedestrian signal on Homestead Ave at HCC's main gate are an ongoing unresolved issue. Even though there are flashing yellow lights, drivers do not stop for pedestrians in that crosswalk. Public Safety and the City Engineer review possibilities including 1) installation of a sign that says "state law, yield to pedestrians in crosswalk" at enough distance from crosswalk for drivers to see it and respond accordingly 2) a push-button flashing light that alerts drivers to a pedestrian who is in the crosswalk 3) reduced speed in the area of the crosswalk on Homestead at the HCC main entrance 4) redesigning or relocating the crosswalk to a safer and more visible location.

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that this was the duplicate order referenced in the previous item.

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

32. The Committee on Public Safety to whom was referred an order The City Engineer review visual obstruction for drivers entering Westfield Road from both Woodland St and Hitchcock St. and consider mirrors for increased visibility and safety, especially as Westfield Road is used with great frequency. If mirrors are unsuitable, please provide other suggestions.

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that it was a longstanding and complicated issue, and options to resolve it could be expensive and funding sources would have to be identified.

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

33. The Committee on Public Safety to whom was referred an order Request for consideration of a DON'T BLOCK THE BOX designation at the intersection of Carlton Street and Russell Terrace to improve traffic flow due to increased congestion from increased traffic in the neighborhood and changes in traffic flow (i.e. Russell Terrace as a two-way street).

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that the committee recommended the order was complied with after talking about it.

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

34. The Committee on Public Safety to whom was referred an order Request to review possibility of installation of NO TRUCKS sign on Lorraine Street per Mass DOT Heavy Truck Exclusion procedure. Constituent request to lessen or end large trucks cutting through the neighborhood from Homestead Avenue to Westfield Road. Some streets in the neighborhood (Memorial, Edbert, Sheehan) are signed as NO TRUCKS, while others (Arden, Lorraine, Fenton) are not. Confusion ensues, lawns are run over, etc.

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that the committee discussed the requirements of a truck exclusion, and while traffic data could be collected, it was unlikely to be approved. She added that data could help provide information for alternative options.

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

35. The Committee on Public Safety to whom was referred an order that the appropriate department evaluate the street lighting conditions on Race Street between Spring Street and Cabot Street. A business owner in this area has reported repeated customer complaints regarding inadequate lighting and has raised concerns related to public safety for patrons entering and exiting the establishment.

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

Committee Members:

Anne Thalheimer
Patricia Devine
Jenny Rivera

UNDER DISCUSSION:

Councilor Devine stated that the area was within the Center City Connector project to begin construction later in the year, which would include installing 11 new street lights between Appleton Street and Cabot Street.

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

(1:49:45)

37. The Committee on Joint Committee of City Council and School to whom was referred an order that the School Department be requested to provide an overview of the district's current early literacy instructional model, including reasons for transitioning from phonics-based instruction to the use of sight words, and how student reading outcomes are being assessed.

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

Committee Members:

Jenny Rivera
Howard Greaney, Jr
Tessa Murphy-Romboletti

UNDER DISCUSSION:

Councilor J. Rivera stated that the district was implementing a science of reading approach with strong phonics based instruction, daily foundational skills blocks, and high dosage tutoring for students in grades 1 through 3. She added that data showed measurable progress, including a reduction in students below benchmarks and an overall improvement to outcomes. She also stated that the district was selected for the state's Prism grant, recognizing efforts in early literacy.

Councilor Panitch asked if the district was transitioning to sight words.

Councilor J. Rivera deferred to Councilor I. Rivera as the filer of the order.

Councilor I. Rivera stated that they didn't answer that question but there was a time when they were transitioning to that. He then emphasized that they explained they would be transitioning to a science of reading model that would be focused more on phonetics and understanding how to put everything together, noting that would be a more advanced model. He suggested that these conversations should continue to come up to foster more collaboration between the School Committee and the City Council.

Councilor Panitch stated that she was more relieved to hear that, noting that the growing sentiment was that sight words instruction was not the way to go.

Councilor Greaney stated that he also questioned if students were reading at grade level and, while they were vague in their answer, they stated that they were progressing toward it.
---> Report of Committee received and recommendation Adopted.

38. The Committee on Joint Committee of City Council and School to whom was referred an order filed by School Committee Member Lubold in the interest of student safety that the School Committee in coordination with the City Council consider adopting Massachusetts General Law Chapter 40, Section 71," School Bus Violation Detection Monitoring Systems; Installation and Operation."

have considered the same and Recommended that the order be referred to the Ordinance Committee.

Committee Members:

Jenny Rivera
Howard Greaney, Jr
Tessa Murphy-Romboletti

UNDER DISCUSSION:

Councilor J. Rivera stated that the initiative to adopt the state law would be to improve student safety with no cost to the city. She then stated that they recommended the City Council consider it, and that there would need to be a conversation between the School Department, the mayor, and the bus company about where the funding would go.

Councilor Greaney stated that they also mentioned that several other communities in the area were already using these devices for the buses and they had been successful.
---> Report of Committee received and recommendation Adopted.

ORDERS AND TRANSFERS

(1:57:00)

39. Purcell, Murphy-Romboletti, Anderson-Burgos - Ordered that the project team involved in the chamber renovation project come into a Finance Committee meeting to discuss project scope and costs. This discussion is intended to provide an opportunity to brief councilors on the project, discuss questions and concerns, and gain insight ahead of the team submitting an appropriation request.

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

40. Thalheimer, Purcell -- Invite Alianza to an upcoming Public Safety meeting for a conversation highlighting the work that they are doing in Holyoke to end domestic and intimate partner violence and to speak about their new prevention initiative, Basta Ya! Send to Public Safety.
---> Received and referred to the Public Safety Committee.

41. Thalheimer- ORDER: Add STOP condition on Woodland St, westerly at Westfield Road to list of STOP streets in Holyoke code of Ordinances Sec 86-325. -- Schedule IV: Stop streets. Refer to DPW and

City Engineer.

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

42. Vacon- ORDER: That the temporary speed humps be installed on Upland Rd as indicated by the engineer evaluation.

---> Received and Adopted. Copy to DPW, Public Safety Committee.

43. Devine- That the City of Holyoke accept a parcel of land identified as a parcel located in the City of Holyoke as shown on a plan entitled, "The Commonwealth of Massachusetts Plan of Land in the City of Holyoke Hampden County showing the location of Land taken by the Department of Public Works for Public Recreational Facilities November 29, 1967 Scale 80 feet to the inch," dated November 29, 1967 and recorded in the Hampden County Registry of Deeds in Plan Book 111-98-B. Such land was acquired by an order of taking recorded in the Hampden County Registry of Deeds in Book 3307, Page 28, from the Commonwealth of Massachusetts and declare that such land is for recreation and conservation purposes under the protection of Article 97 of the Massachusetts Constitution. In addition, the City Council adopt a resolution to submit to the State Legislature to adopt such a law statewide. Draft resolution attached.

---> Received and referred to the Development and Governmental Relations Committee.

Motion was made and seconded to suspend the necessary rules to take up items 44, 45, and 46 as a package.

44. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, TWENTY FIVE THOUSAND NINE HUNDRED ELEVEN AND 56/100 Dollars (\$25,911.56) as follows:

FROM

11511-51103 PAY-ASSOCIATE SOLICITOR \$25,911.56

TOTAL \$25,911.56

TO:

19412-57630 CLAIMS-GENERAL \$25,911.56

TOTAL \$25,911.56

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, March 17, 2026.

Joshua A Garcia, Mayor

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

45. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "SFY26 PROJECT SAFE NEIGHBORHOOD, \$47,149.95, NO MATCH" grant, and authorizes the establishment of a Fund or other method appropriate for the accounting of the receipts and expenditures of all resources associated with the administration of said grant.

Sec 2-509 - Grant Reporting

Any city department, of which has received grant funding by approval of the city council pursuant to Massachusetts General Laws, or any other authorizing criteria, shall within a reasonable period of time, but no later than 60 days from the conclusion of said grant, generate a detailed report which outlines the

planned outcomes with the documented actual results. Said report shall be submitted to the city clerk for addition to the city council's next agenda.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, March 17, 2026.

Joshua A Garcia, Mayor

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

46. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the "SFY26 COMMONWEALTH PROJECT SAFE NEIGHBORHOOD, \$13,900.00, 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.

To the City Council:

I hereby recommend the passage of the above order at the meeting of your Council to be held Tuesday, March 17, 2026.

Joshua A Garcia, Mayor

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

47. Magrath-Smith-Ordered - that the Recycling Coordinator, DPW Director, and Recycling Committee Chair join the Finance Committee to share the amounts of funding currently in past and current recycling dividends funding lines, and the processes and purposes they plan to use for disbursement in FY27.

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

Motion was made and seconded to suspend the necessary rules to take up items 48, 49, and 51 as a package.

Councilor Purcell asked to have his name added to items 48, 49, and 51.

48. Magrath-Smith, Purcell - Ordered, that the city adopt an ordinance that would prohibit the use of SGARs on City-owned properties.

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

49. Magrath-Smith, Purcell - Ordered, that the City Council would adopt a resolution in support of Senate Bill 2721 and House Bill 965: An Act restricting the use of rodenticides in the environment.
---> Received and referred to the Ordinance Committee.

51. Magrath-Smith, Purcell - Ordered, that the City Council adopt a Home Rule Petition petitioning for the right to locally prevent the sale and use of S-GARs despite state preemption.
---> Received and referred to the Charter and Rules Committee.

52. Murphy-Romboletti-Ordered that the public service committee invite recommended auditor candidate(s) for an interview.
---> Received and referred to the Public Service Committee.

54. Panitch, Devine: Ordered, that the Holyoke City Council petition the General Court to amend the residency requirement set forth in Section 45 of the Holyoke Charter as it relates to elected officials. The current provision requires that a candidate for elected office have been a resident of the city for the prior two years, and should be reviewed for both the desirability of the policy and its consistency with state law. Receive and refer to Charter and Rules.
---> Received and referred to the Charter and Rules Committee.

Meeting adjourned at 9:07 p.m.

A handwritten signature in cursive script that reads "Bonna Murphy Leary". The signature is written in black ink and is positioned below the meeting adjournment text.



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

RECEIVED

APR 01 2026

Holyoke City Clerk's
Holyoke, MA

April 1, 2026

The Honorable City Councilors
City of Holyoke
Holyoke, MA 01040

Dear Council Members:

Subject to your approval, I hereby re-appoint the following individuals to serve as
Commissioners of the Council on Aging for the City of Holyoke:

Susan Aiken
359 Linden Street
Holyoke, MA 01040

Timothy Rivers
Holyoke Board of Health
Holyoke, MA 01040

Julita Rojas
337 Sargeant Street
Holyoke, MA 01040

Kyong Cruz
107 Martin Street
Holyoke, MA 01040

Nicole Perrier
1706 Northampton Street
Holyoke, MA 01040

Priscilla Garcia
89 Brooks Street
Holyoke, MA 01040

Dian McCollum
20 Easthampton Road
Holyoke, MA 01040

Cappie Glica
19 Concord Avenue
Holyoke, MA 01040

Barbara J Grady
44 Edward Drive
Holyoke, MA 01040

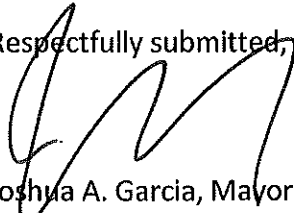
Len Brouillette
179 Morgan Street
Holyoke, MA 01040

Mr. Wayne Klinge
22 Dale Street
Holyoke, MA 01040

Jose (Rafi) Merced
781 Hampden St #2
Holyoke, MA 01040

They will serve a one-year term; said term will expire in August 2027.

Respectfully submitted,


Joshua A. Garcia, Mayor
JAG:nmo



MAYOR JOSHUA A. GARCIA
CITY OF HOLYOKE

March 31, 2026

The Honorable Brenna M. Leary
City Clerk's Office, Room #2
City Hall
Holyoke, MA 01040

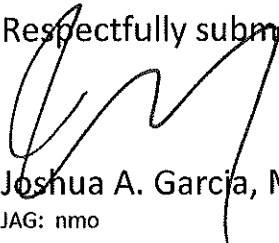
Dear Ms. Leary:

I hereby reappoint the following individual to serve as Fire Commissioner for the City of Holyoke:

Mr. George W. Mettey
7 Hemlock Drive
Holyoke, MA 01040

Mr. Mettey will serve a three-year term; said term will expire on May 13, 2029.

Respectfully submitted,



Joshua A. Garcia, Mayor
JAG: nmo

Cc: Mr. George W Mettey
Chief John Kadlewicz



Start: 2026-03-24
End: 2026-03-30
Times: 0:00:00-23:59:59

Compliance & Risk Report

Westfield EB @ Bray Park, EB

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Speed Display	64	46	0	0	110
1:00	30	Speed Display	34	45	5	0	84
2:00	30	Speed Display	30	52	4	0	86
3:00	30	Speed Display	24	41	2	0	67
4:00	30	Speed Display	29	99	4	0	132
5:00	30	Speed Display	138	227	19	1	385
6:00	30	Speed Display	259	659	34	4	956
7:00	30	Speed Display	566	918	31	0	1515
8:00	30	Speed Display	477	845	34	0	1356
9:00	30	Speed Display	537	782	23	0	1342
10:00	30	Speed Display	615	768	20	0	1403
11:00	30	Speed Display	656	769	21	0	1446
12:00	30	Speed Display	741	843	20	0	1604
13:00	30	Speed Display	710	888	25	0	1623
14:00	30	Speed Display	742	912	41	1	1696
15:00	30	Speed Display	676	1123	45	0	1844
16:00	30	Speed Display	686	1059	40	2	1787
17:00	30	Speed Display	669	963	32	3	1667
18:00	30	Speed Display	566	643	24	1	1234
19:00	30	Speed Display	605	484	14	0	1103
20:00	30	Speed Display	379	370	10	0	759
21:00	30	Speed Display	242	244	14	1	501
22:00	30	Speed Display	181	224	18	0	423
23:00	30	Speed Display	142	152	17	1	312
Total			9768	13156	497	14	23435



Start: 2026-03-24
 End: 2026-03-30
 Times: 0:00:00-23:59:59

Compliance & Risk Report

Westfield EB @ Bray Park, EB

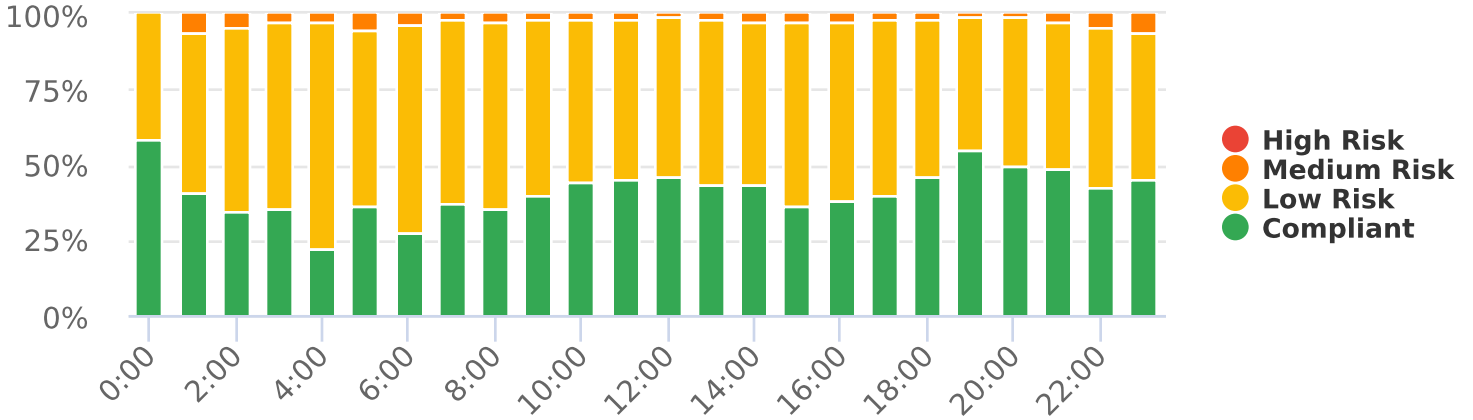
Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

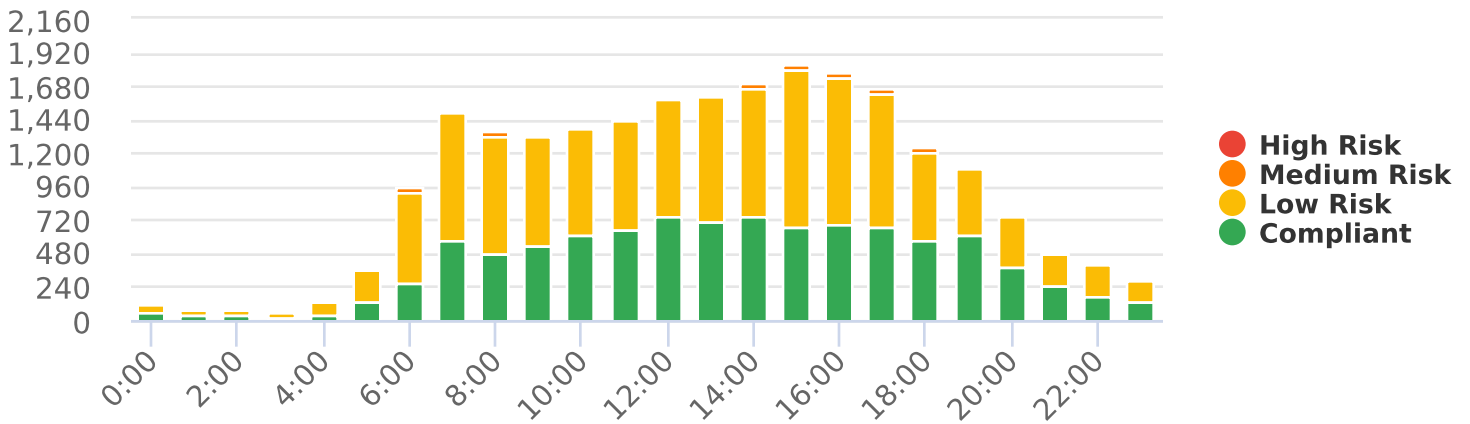
Speed Range: 1 to 150

Time View: By Hour (Total Volumes)

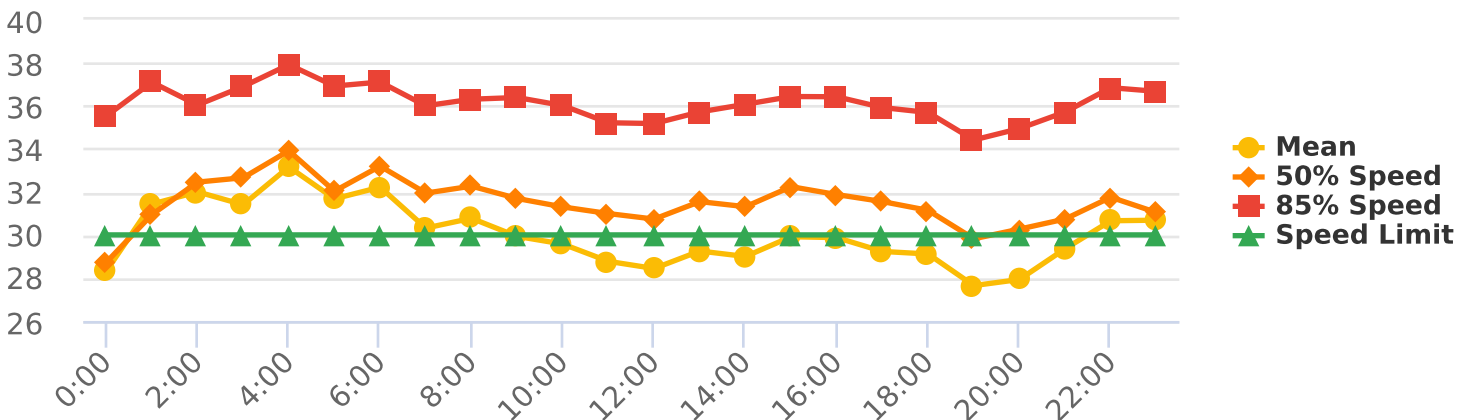
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





Start: 2026-03-24
End: 2026-03-30
Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
High Risk Threshold: Speed Limit + 20
Speed Range: 1 to 150
Time View: By Hour (Total Volumes)

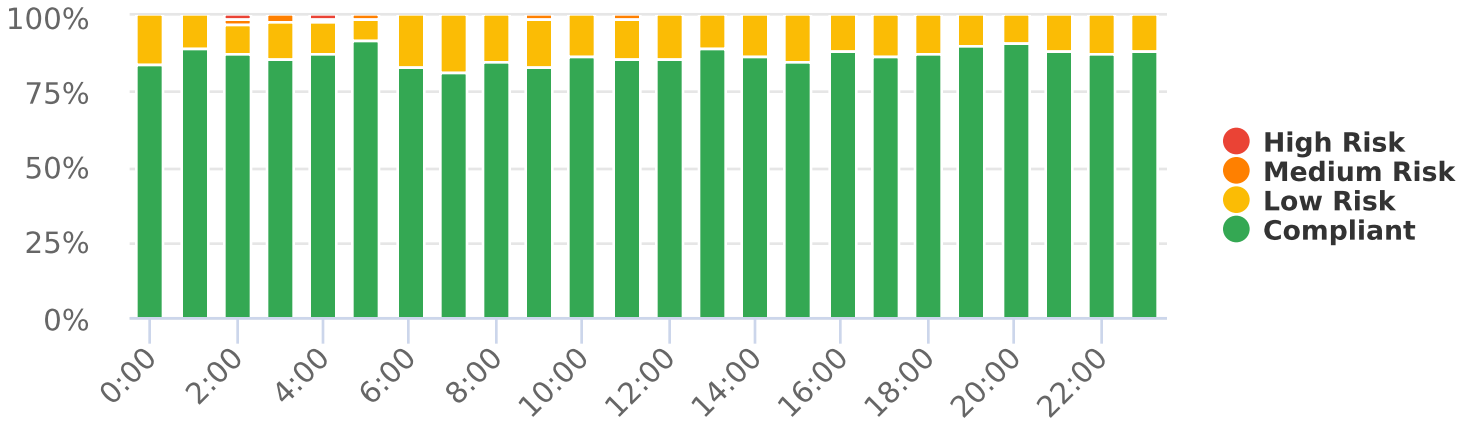
Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	30	Speed Display	163	31	0	0	194
1:00	30	Speed Display	106	13	0	0	119
2:00	30	Speed Display	93	10	2	1	106
3:00	30	Speed Display	79	11	2	0	92
4:00	30	Speed Display	80	9	1	1	91
5:00	30	Speed Display	133	10	1	0	144
6:00	30	Speed Display	345	68	0	0	413
7:00	30	Speed Display	583	134	2	0	719
8:00	30	Speed Display	807	140	2	0	949
9:00	30	Speed Display	755	146	7	1	909
10:00	30	Speed Display	849	128	0	0	977
11:00	30	Speed Display	1256	199	7	0	1462
12:00	30	Speed Display	1446	238	4	0	1688
13:00	30	Speed Display	1611	190	6	0	1807
14:00	30	Speed Display	1668	243	5	0	1916
15:00	30	Speed Display	1720	296	3	0	2019
16:00	30	Speed Display	1591	211	1	0	1803
17:00	30	Speed Display	1549	226	4	0	1779
18:00	30	Speed Display	1436	195	3	1	1635
19:00	30	Speed Display	1280	128	4	0	1412
20:00	30	Speed Display	1079	103	1	0	1183
21:00	30	Speed Display	783	97	1	0	881
22:00	30	Speed Display	509	72	2	0	583
23:00	30	Speed Display	325	41	0	0	366
Total			20246	2939	58	4	23247



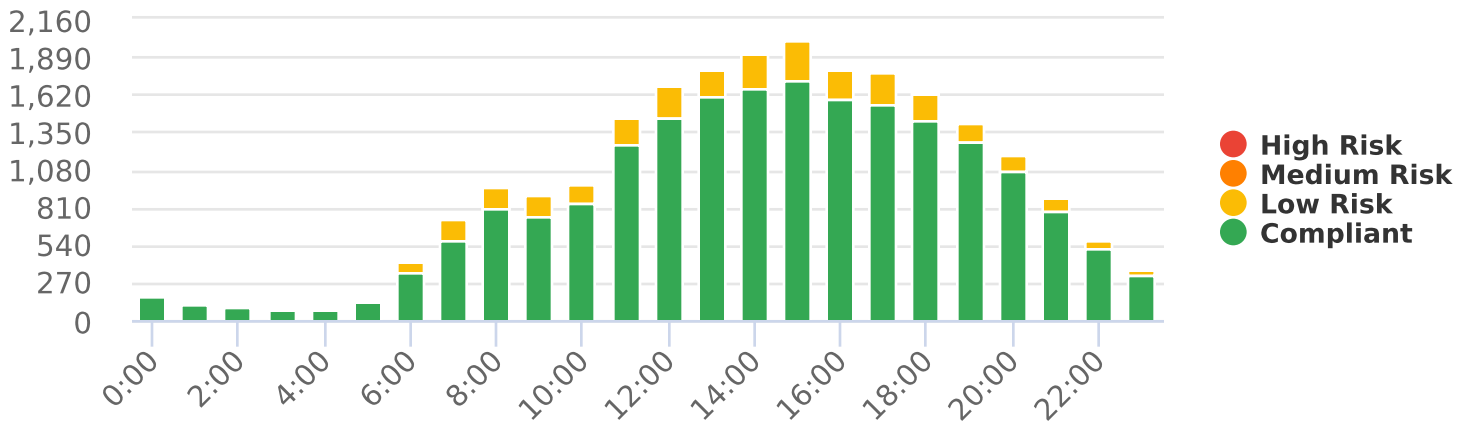
Start: 2026-03-24
 End: 2026-03-30
 Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
 High Risk Threshold: Speed Limit + 20
 Speed Range: 1 to 150
 Time View: By Hour (Total Volumes)

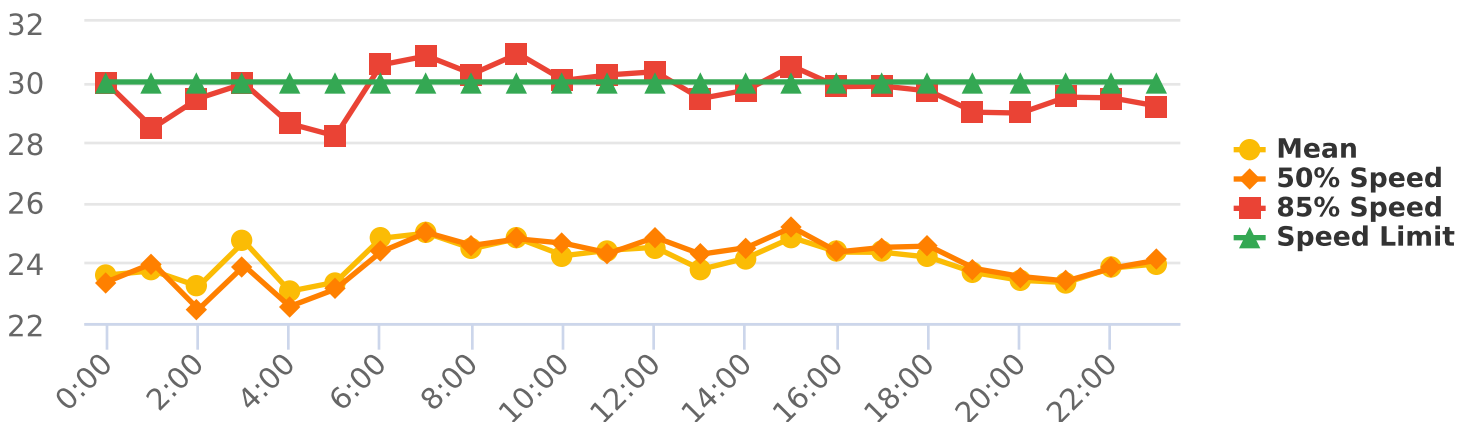
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





Start: 2026-03-22
End: 2026-03-28
Times: 0:00:00-23:59:59

Compliance & Risk Report

Homestead @ Meadowbrook, SB

Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

Speed Range: 1 to 150

Time View: By Hour (Total Volumes)

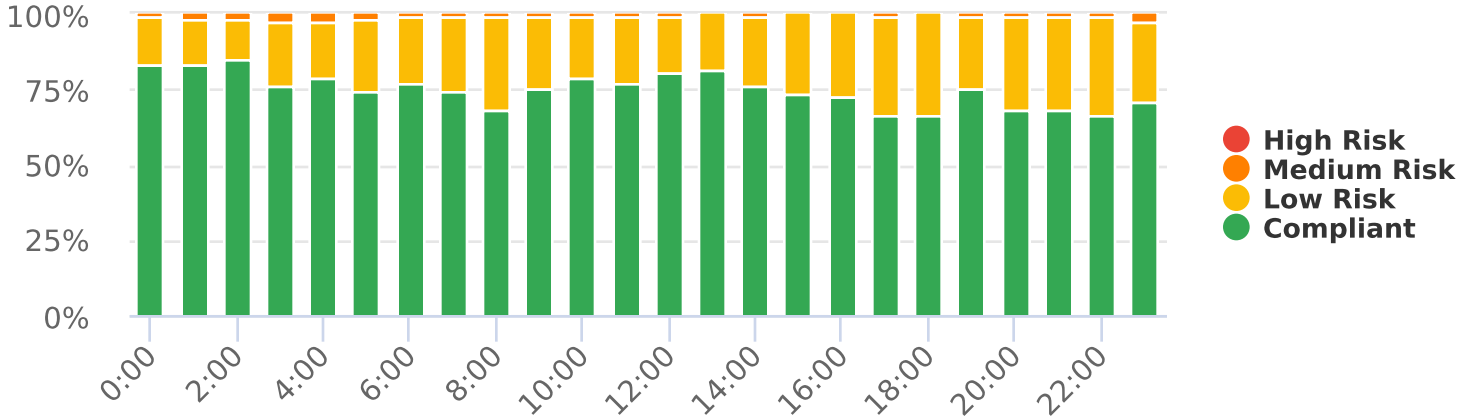
Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	35	Speed Display	428	80	5	0	513
1:00	35	Speed Display	349	64	7	0	420
2:00	35	Speed Display	417	68	8	0	493
3:00	35	Speed Display	278	80	8	1	367
4:00	35	Speed Display	331	78	10	1	420
5:00	35	Speed Display	316	100	8	0	424
6:00	35	Speed Display	671	187	9	0	867
7:00	35	Speed Display	1059	360	9	0	1428
8:00	35	Speed Display	991	445	11	0	1447
9:00	35	Speed Display	1214	384	9	0	1607
10:00	35	Speed Display	1020	270	6	0	1296
11:00	35	Speed Display	964	276	8	0	1248
12:00	35	Speed Display	1052	249	8	0	1309
13:00	35	Speed Display	1078	247	2	0	1327
14:00	35	Speed Display	980	303	5	1	1289
15:00	35	Speed Display	995	358	4	0	1357
16:00	35	Speed Display	931	348	4	0	1283
17:00	35	Speed Display	796	400	6	0	1202
18:00	35	Speed Display	675	343	3	0	1021
19:00	35	Speed Display	683	211	9	0	903
20:00	35	Speed Display	476	222	5	0	703
21:00	35	Speed Display	369	163	7	0	539
22:00	35	Speed Display	259	125	4	0	388
23:00	35	Speed Display	302	116	11	0	429
Total			16634	5477	166	3	22280



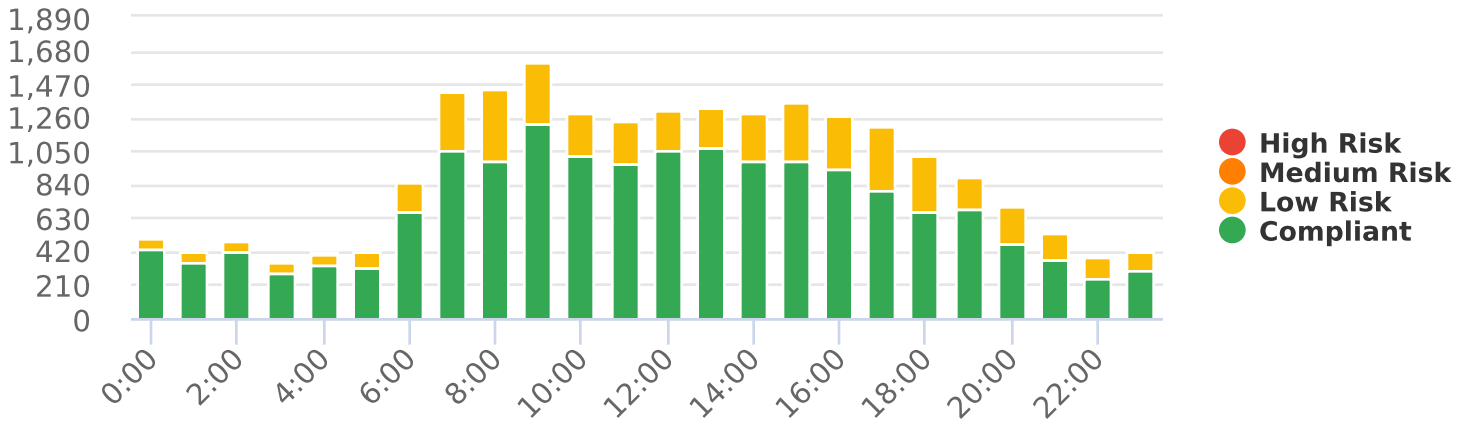
Start: 2026-03-22
 End: 2026-03-28
 Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
 High Risk Threshold: Speed Limit + 20
 Speed Range: 1 to 150
 Time View: By Hour (Total Volumes)

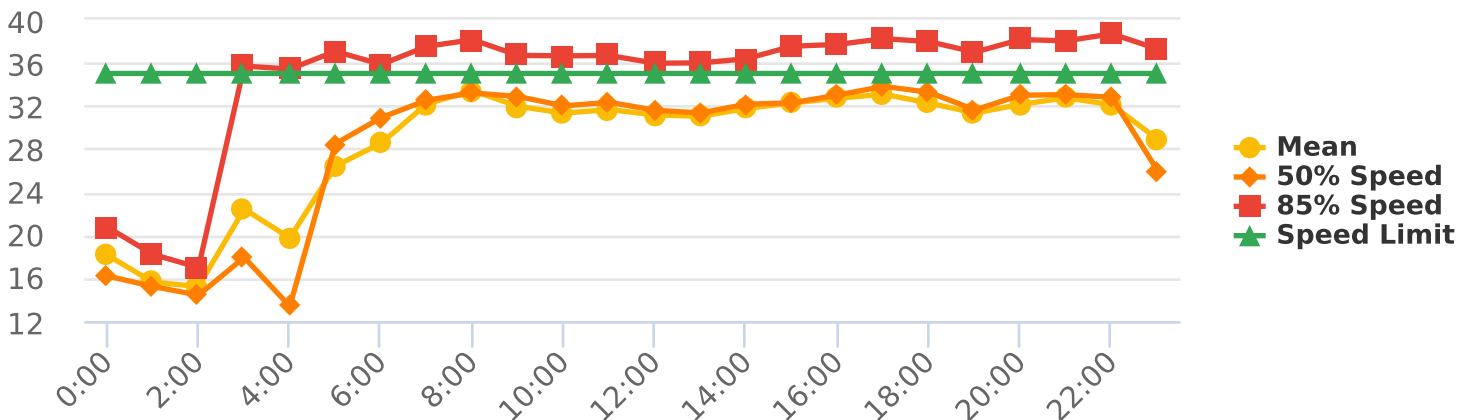
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





Start: 2026-03-24
End: 2026-03-30
Times: 0:00:00-23:59:59

Compliance & Risk Report

Whiting Farms @ Lynch Rd, SB

Medium Risk Threshold: Speed Limit + 10

High Risk Threshold: Speed Limit + 20

Speed Range: 1 to 150

Time View: By Hour (Total Volumes)

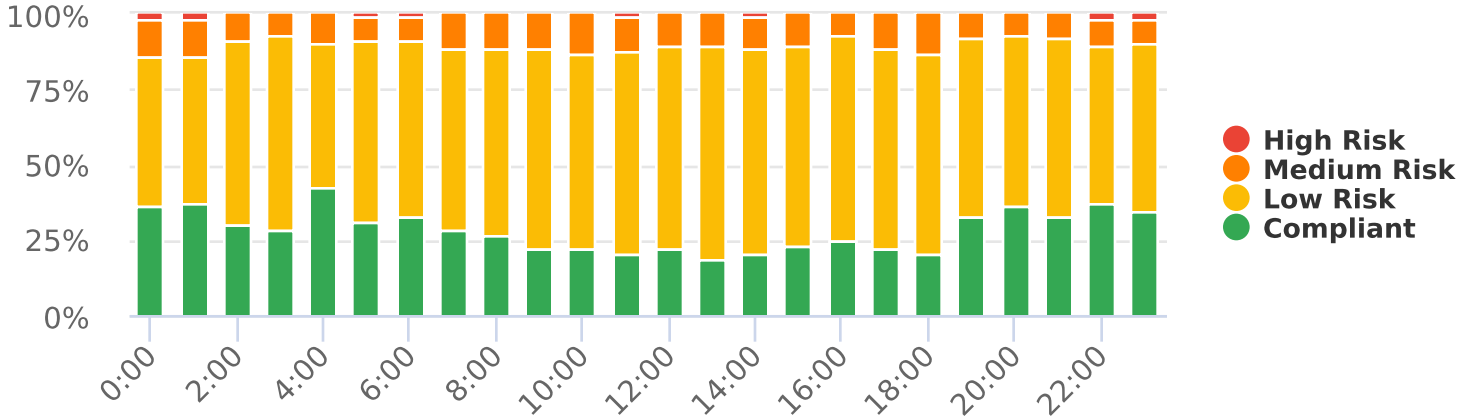
Time	Speed Limit	Mode	Compliant	Low Risk	Medium Risk	High Risk	Total Num Vehicles
0:00	35	Dependent Messages	63	87	21	3	174
1:00	35	Dependent Messages	39	52	13	2	106
2:00	35	Dependent Messages	28	56	8	0	92
3:00	35	Dependent Messages	31	70	8	0	109
4:00	35	Dependent Messages	42	47	10	0	99
5:00	35	Dependent Messages	63	124	17	1	205
6:00	35	Dependent Messages	129	232	31	4	396
7:00	35	Dependent Messages	262	555	102	3	922
8:00	35	Dependent Messages	337	783	141	4	1265
9:00	35	Dependent Messages	261	779	126	4	1170
10:00	35	Dependent Messages	316	931	182	5	1434
11:00	35	Dependent Messages	337	1116	188	10	1651
12:00	35	Dependent Messages	419	1292	195	7	1913
13:00	35	Dependent Messages	337	1268	189	6	1800
14:00	35	Dependent Messages	374	1275	208	9	1866
15:00	35	Dependent Messages	449	1279	209	2	1939
16:00	35	Dependent Messages	529	1467	152	7	2155
17:00	35	Dependent Messages	414	1254	205	6	1879
18:00	35	Dependent Messages	293	982	189	4	1468
19:00	35	Dependent Messages	375	685	87	5	1152
20:00	35	Dependent Messages	302	471	55	0	828
21:00	35	Dependent Messages	189	336	43	2	570
22:00	35	Dependent Messages	128	181	33	5	347
23:00	35	Dependent Messages	67	110	16	3	196
Total			5784	15432	2428	92	23736



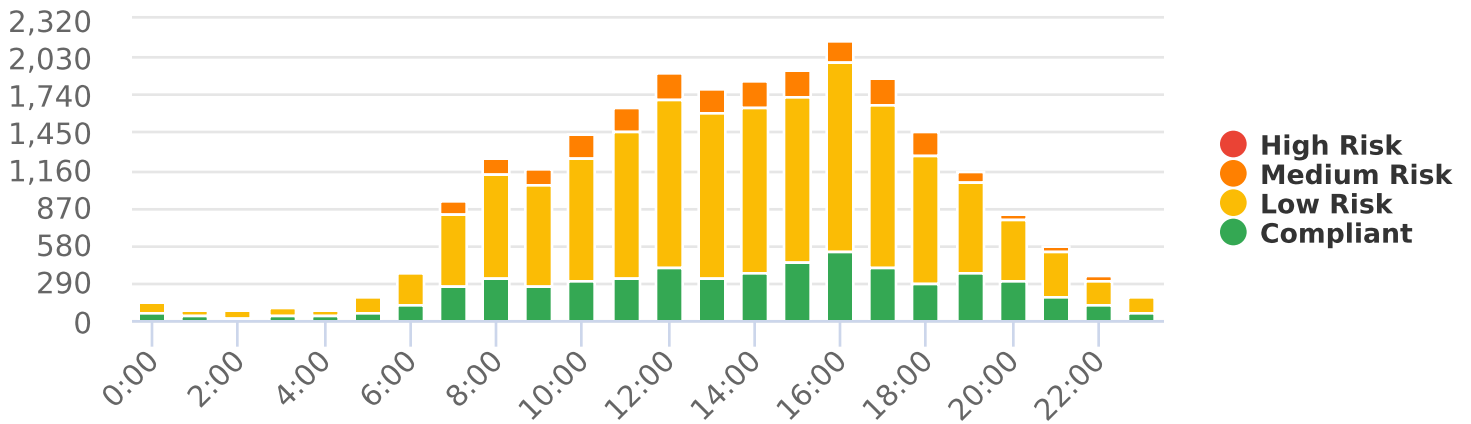
Start: 2026-03-24
 End: 2026-03-30
 Times: 0:00:00-23:59:59

Medium Risk Threshold: Speed Limit + 10
 High Risk Threshold: Speed Limit + 20
 Speed Range: 1 to 150
 Time View: By Hour (Total Volumes)

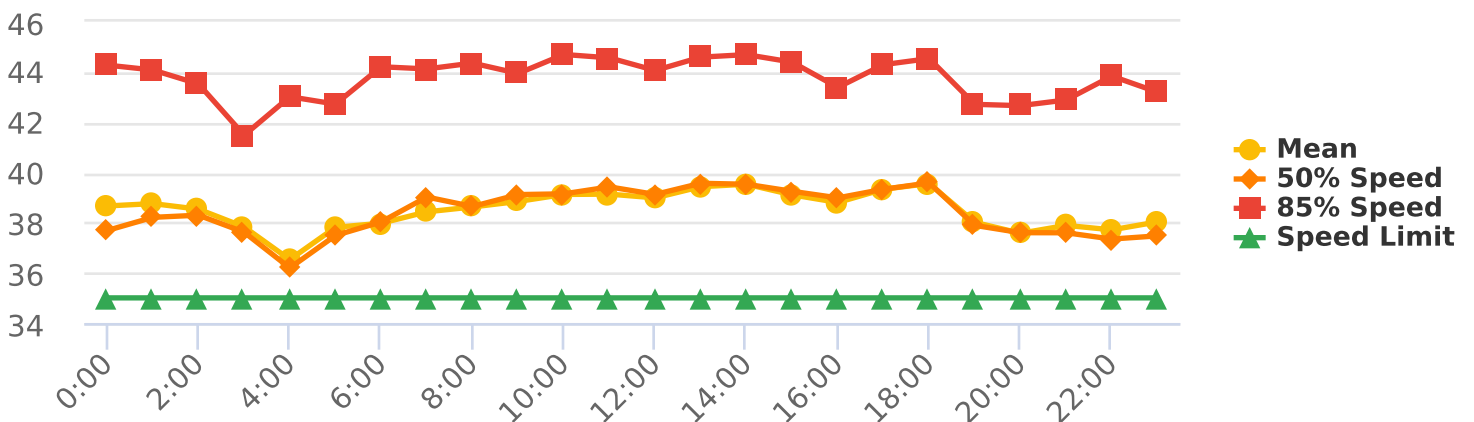
Compliance % by Hour (Totals)



Compliance by Hour (Totals)



Speeds





City of Holyoke,
Massachusetts

Birthplace of Volleyball

Brenna Leary <learyb@holyoke.org>

Fwd: Request for Improved Handicap Parking Access During Winter Parking Bans

2 messages

Tessa Murphy-Romboletti <tessaforholyoke@gmail.com>

Mon, Mar 30, 2026 at 8:57 AM

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

Hi team,

Can this please be added as a communication for the next council meeting?

----- Forwarded message -----

From: **Tessa Murphy-Romboletti** <tessaforholyoke@gmail.com>

Date: Mon, Mar 30, 2026 at 8:56 AM

Subject: Re: Request for Improved Handicap Parking Access During Winter Parking Bans

To: Sarah wedaman <sfwedaman@hotmail.com>

Cc: MayorsOffice@Holyoke.org <MayorsOffice@holyoke.org>

Good morning Sarah,

Thank you for sending this over- I will have our administrative assistant add this as a communication for the council's next agenda so it can be referred to subcommittee for discussion.

On Thu, Mar 26, 2026 at 5:38 PM Sarah wedaman <sfwedaman@hotmail.com> wrote:

Dear Mayor Garcia and President Murphy-Romboletti,

Please find below (and attached) a letter from the Holyoke Commission on Disability regarding accessibility concerns related to handicap parking during winter parking bans.

Thank you for your time and consideration.

Warmly,

Sarah Wedaman

March 26, 2026

The Honorable Joshua A. Garcia

Mayor of Holyoke

The Honorable Tessa R. Murphy-Romboletti

President, Holyoke City Council

Dear Mayor Garcia and President Murphy-Romboletti,

The Holyoke Commission on Disability appreciates the efforts of the Mayor's office, our City Councilors, the DPW, and emergency workers who spend much time in helping with the difficulty of

snow removal in harsh New England winters.

In that spirit of collaboration and shared commitment to serving our community, the Commission respectfully wishes to bring to your attention an important concern regarding disabled residents' access to designated handicap parking spaces in the City of Holyoke following winter storms. This, in addition to the problem of sidewalks and curb cuts not being properly cleared of snow in a reasonable amount of time, creates not only inconvenience but a serious safety issue.

The Commission understands and appreciates the necessity of parking bans to ensure public safety and allow efficient snow removal. Extended bans, however, can unintentionally create significant hardship for residents with disabilities for whom accessible parking is not a convenience but a necessity. Extended inability to access designated handicap spaces can affect all aspects of daily life from medical appointments, employment, as well as overall safety.

We respectfully request that our City Government consider allowing the use of cleared handicap parking spaces during ongoing parking bans. Allowing access once snow has been properly removed, and spaces are safely accessible would strike a reasonable balance between public safety operations and the rights and needs of disabled residents. This approach would further demonstrate Holyoke's continued commitment to accessibility, equity, and the well-being of all residents.

Thank you for your time and consideration of this important matter. We appreciate the Mayor and City Council's service to our community and would welcome the opportunity to discuss this recommendation further or other solutions.

Respectfully,
Sarah Wedaman
Member, Holyoke Commission on Disabilities
On behalf of the Commission
Holyoke, MA

--

Tessa Murphy-Romboletti
Holyoke City Council President
City Councilor At Large
[38 St. Kolbe Drive Unit D](#)
[Holyoke MA. 01040](#)
(413) 519-0564
tessaforholyoke@gmail.com
<https://www.facebook.com/tessaforholyoke>
stay connected: [sign up for my newsletter](#)

A little note: I do my best to respond thoughtfully while respecting work/life boundaries, so replies may take a bit of time due to the volume of email I receive. If you haven't heard back within a week, please feel free to follow up.

--
Tessa Murphy-Romboletti
Holyoke City Council President
City Councilor At Large
38 St. Kolbe Drive Unit D
Holyoke MA. 01040
(413) 519-0564
tessaforholyoke@gmail.com
<https://www.facebook.com/tessaforholyoke>
stay connected: [sign up for my newsletter](#)

A little note: I do my best to respond thoughtfully while respecting work/life boundaries, so replies may take a bit of time due to the volume of email I receive. If you haven't heard back within a week, please feel free to follow up.

Brenna Leary <learyb@holyoke.org> Mon, Mar 30, 2026 at 9:30 AM
To: Tessa Murphy-Romboletti <tessaforholyoke@gmail.com>
Cc: Jeffery Anderson-Burgos <anderson-burgosj@holyoke.org>, Clerks <clerks@holyoke.org>

Will do!

Brenna Murphy Leary, MMC
City Clerk/Registrar of Voters
Chief Elections Officer/Records Access Officer
City of Holyoke, Massachusetts
536 Dwight Street, Room #2
Holyoke, MA 01040
(T) 413-322-5520
(F) 413-322-5521

Please visit www.holyoke.org for a listing of city departments, contact information

VERIFY YOUR VOTER STATUS HERE: <https://www.sec.state.ma.us/ovr/>

[Quoted text hidden]

PRINCIPAL USE	BH	BC
Single-family dwelling	Y	Y
Two-family dwelling	Y	Y
Multifamily dwelling	Y	Y
Boarding house (more than 4 boarders)	CC	CC
Mobile home park	N	N
Planned unit development	N	N
Independent living, Retirement, and Assisted Living	Y**	Y**
Residential care or rehabilitation center	N	N
Dwelling unit on second story	N	Y
Conversion of dwellings	N	N
Use of land or structures for religious purposes	Y	Y
Use of land or structures for educational purposes	Y	Y
Cultural services	Y	Y
Family day care home	Y	Y
Child care facility	Y	Y
Use of land for agriculture of more than 5 acres	Y	Y
Facilities for the sale of produce, wine, and dairy products during harvest season	Y	Y
Cemetary, private	N	N
Municipal facilities	Y	Y
Essential services	CC	CC
Hospital	N	N
Nonexempt Farm stand	N	N
Nonexempt educational use	Y	Y
Animal clinic or hospital, kennel	Y	N
Veterinary clinic	Y	Y
Nursing or convalescent home	N	N
Funeral home	Y	Y
Hotel	Y	Y
Motel, overnight cabin	Y	N
Bed and breakfast	CC	CC
Retail stores and services not elsewhere set forth	Y	Y
Retail or service with incidental wholesaling, majority sold on site, not more than 10 employees	Y	N
Personal service establishment	Y	Y
Motor vehicle, trailer or boat sales or rental	PB*	N
Motor vehicle body repair or paint shop	PB*	N
Motor vehicle service station	PB*	N
Motor vehicle service station w/fast food/convenience goods	CC	N
Motor vehicle repair garage	PB*	N
Car wash	CC	N
Restaurant	Y	Y
Restaurant, fast-food or drive-in	Y	Y
Business or professional office	Y	Y
Bank, retail banking, financial agency or institution	Y	Y
Bus. or prof. office not exceeding 2500 sq. ft.	Y	Y
Bank, fin. inst. not exceeding 2500 sq. ft.	Y	Y
Medical office building testing laboratory	Y	Y
Medical clinic	Y	Y
Med. office bldg. or test lab not exceeding 2500 sq. ft.	N	N
Med. clinic not exceeding 2500 sq. ft.	N	N
Commercial drive-through use	PB*	PB*
Indoor commercial recreation	Y	Y
Arcade	Y	N

PRINCIPAL USE	BH	BC
Outdoor commercial recreation	N	N
Amusement park	Y	N
Motor car and dog race tracks, outdoor concert facilities	CC	N
Membership club, civic, social, professional or fraternal	Y	Y
Commercial parking lot or garage	Y	Y
Adult entertainment establishment	CC	N
Wireless Communications facility	PB	PB
Bus, taxi, public transit terminal facility	Y	Y
Marijuana Facilities	N	N
Solar Facility	Y	Y
BESS	Y	PB
Quarrying or other extractive operation	N	N
Manufacturing	N	N
Wholesale, warehouse, self storage, distribution facility	Y	N
Wholesale, warehouse incidental to manufacturing product on site	N	N
Transportation freight terminal	N	N
Bulk fuel storage or distribution facility	CC	N
Electric, gas, steam generation or storage plant	N	N
Waste disposal facilities	N	N
Refuse Transfer Station	N	N
* = Special Permit change- CC to PB (proposed)		
** = Special Permit change- CC to Y (proposed)		

PRINCIPAL USE	RO	RM-20
Single-family dwelling	Y	Y
Two-family dwelling	Y	Y
Multifamily dwelling	Y	Y
Boarding house (more than 4 boarders)	CC	CC
Mobile home park	N	N
Planned unit development	N	CC
Independent living, Retirement, and Assisted Living	CC	Y**
Residential care or rehabilitation center	Y	Y
Dwelling unit on second story	N	N
Conversion of dwellings	Y	Y
Use of land or structures for religious purposes	Y	Y
Use of land or structures for educational purposes	Y	Y
Cultural services	Y	Y
Family day care home	Y	Y
Child care facility	Y	Y
Use of land for agriculture of more than 5 acres	Y	Y
Facilities for the sale of produce, wine, and dairy products during harvest season	Y	Y
Cemetary, private	N	N
Municipal facilities	Y	Y
Essential services	CC	CC
Hospital	Y	Y
Nonexempt Farm stand	N	N
Nonexempt educational use	Y	N
Animal clinic or hospital, kennel	N	N
Veterinary clinic	Y	N
Nursing or convalescent home	Y	Y
Funeral home	Y	N
Hotel	N	N
Motel, overnight cabin	N	N
Bed and breakfast	CC	CC
Retail stores and services not elsewhere set forth	N	N
Retail or service with incidental wholesaling, majority sold on site, not more than 10 e	N	N
Personal service establishment	N	N
Motor vehicle, trailer or boat sales or rental	N	N
Motor vehicle body repair or paint shop	N	N
Motor vehicle service station	N	N
Motor vehicle service station w/fast food/convenience goods	N	N
Motor vehicle repair garage	N	N
Car wash	N	N
Restaurant	N	N
Restaurant, fast-food or drive-in	N	N
Business or professional office	N	N
Bank, retail banking, financial agency or institution	N	N
Bus. or prof. office not exceeding 2500 sq. ft.	Y	N
Bank, fin. inst. not exceeding 2500 sq. ft.	Y	N
Medical office building testing laboratory	N	N
Medical clinic	N	N
Med. office bldg. or test lab not exceeding 2500 sq. ft	Y	N
Med. clinic not exceeding 2500 sq. ft	Y	N
Commercial drive-through use	N	N
Indoor commercial recreation	N	N

PRINCIPAL USE	RO	RM-20
Arcade	N	N
Outdoor commercial recreation	N	N
Amusement park	N	N
Motor car and dog race tracks, outdoor concert facilities	N	N
Membership club, civic, social, professional or fraternal	Y	CC
Commercial parking lot or garage	N	N
Adult entertainment establishment	N	N
Wireless Communications facility	PB	PB
Bus, taxi, public transit terminal facility	N	N
Marijuana Facilities	N	N
Solar Facility	CC	CC
BESS	PB	PB
Quarrying or other extractive operation	N	N
Manufacturing	N	N
Wholesale, warehouse, self storage, distribution facility	N	N
Wholesale, warehouse incidental to manufacturing product on site	N	N
Transportation freight terminal	N	N
Bulk fuel storage or distribution facility	N	N
Electric, gas, steam generation or storage plant	N	N
Waste disposal facilities	N	N
Refuse Transfer Station	N	N
* = Special Permit change- CC to PB (proposed)		
** = Special Permit change- CC to Y (proposed)		

5.2 TABLE OF DIMENSIONAL REGULATIONS

Except where specifically contradicted in this ordinance, all structures shall be located in accordance with the following schedule:

NOTE: Where building lots are located within the Water Resource Protection Overlay District, illustrated on the Zoning Map, special dimensional regulations must be complied with as per Section 8.2 in this ordinance.

District	Min. parcel area (sq. ft.)	Min. area per dwelling unit (sq. ft.)	Frontage (ft.)	Depth (ft.)	Front yard (ft.)	Rear yard (ft.)	Side yard (one) (ft.)	Side yard (both) (ft.)	Max. # stories	Max. ht. (ft.)	Max. Building cover (%)
RA	20,000 ¹	20,000	100	125	40	40	15	35	2.5	35	20 ²
R1	11,250	11,250	90	100	30	35	10	25	2.5	35	30
R1A	9,500	9,500	75	100	25	30	10	20	2.5	35	35
R2	6,000	3,000	60	100	20	25	10	20	2.5	35	40
RMLD ⁹											
RM20 ³	6,000	2,200	60	100	20	25	10	20	3	40 ⁴	40
RM40	6,000	1,100	60	100	20	25	10	20	3	40 ⁴	40
RM60	6,000	750	60	100	20	25	10	20	7	90 ⁴	40
DR ⁵											
RO	10,000	750	100	100	20	25	10	25	3	40 ⁴	50 ⁶
BL	10,000	Same as that of nearest residential district	75	100	30	30	15	30	2	26	35
BC	-	-	-	80	-	-	-	-	-	-	-
BG	10,000	Same as that of nearest residential district.	100	100	20	25	10	20	2	35	50
BH	10,000	-	100	100	30	25	10	10	2	35 ⁷	50
BE	10,000	-	100	100	10	5	10	10	4	50	90
IG	10,000	-	100	100	-	-	-	-	4	60	-
WM	10,000	-	100	100	-	-	-	-	-	180	-
IP	120,000	-	150	200	50	25	25	60	7	90 ⁴	33.3 up to 15 acre lots ⁸
OP	100,000	-	200	250	50	50	35	60	2	40 ⁴	33.3
SC ¹⁰											

¹ Where building lots are not serviced by municipal water and sewers, the minimum lot dimension shall be one acre unless larger is required elsewhere in the ordinance.

² Residential structure only, coverage by agricultural structures is limited only by yard dimensions.

³ Single- and two-family dwellings only, see supplemental regulations.

⁴ See also Section 5.3.

⁵ See Section 8.8.

⁶ Maximum coverage shall include all impervious surface areas over one hundred (100) square feet.

⁷ Notwithstanding anything to the contrary in this Code, a principal building may be up to and including 50 feet in height provided the principal building is set back a minimum of 50 feet from any other principal building or from any lot lines other than lot lines within the same complex.

⁸ Fifty (50) percent, 15-acre lots and over. In determining the total acreage of a parcel for purposes of calculating the maximum land coverage to be permitted in IP districts hereunder, the combined acreage of contiguous or adjoining parcels in common ownership shall be considered as the total acreage even if said parcels are divided in whole or in part by a public or private way provided however that each parcel is zoned IP and each contains, individually, at least 15 acres in area.

⁹ See Section 7.4

¹⁰ See Section 8.3

PRINCIPAL USE	BL	RO	BG
Single-family dwelling	Y	Y	Y
Two-family dwelling	Y	Y	Y
Multifamily dwelling	Y	Y	Y
Boarding house (more than 4 boarders)	CC	CC	CC
Mobile home park	N	N	N
Planned unit development	N	N	N
Independent living, Retirement, and Assisted Living	CC	CC	Y**
Residential care or rehabilitation center	N	Y	N
Dwelling unit on second story	N	N	N
Conversion of dwellings	N	Y	N
Use of land or structures for religious purposes	Y	Y	Y
Use of land or structures for educational purposes	Y	Y	Y
Cultural services	Y	Y	Y
Family day care home	Y	Y	Y
Child care facility	Y	Y	Y
Use of land for agriculture of more than 5 acres	Y	Y	Y
Facilities for the sale of produce, wine, and dairy products during harvest season	Y	Y	Y
Cemetary, private	N	N	N
Municipal facilities	Y	Y	Y
Essential services	CC	CC	CC
Hospital	N	Y	N
Nonexempt Farm stand	N	N	N
Nonexempt educational use	Y	Y	Y
Animal clinic or hospital, kennel	N	N	Y
Veterinary clinic	Y	Y	Y
Nursing or convalescent home	N	Y	N
Funeral home	Y	Y	Y
Hotel	N	N	Y
Motel, overnight cabin	N	N	Y
Bed and breakfast	CC	CC	CC
Retail stores and services not elsewhere set forth	Y	N	Y
Retail or service with incidental wholesaling, majority sold on site,not more than 10 en	N	N	Y
Personal service establishment	Y	N	Y
Motor vehicle, trailer or boat sales or rental	N	N	N
Motor vehicle body repair or paint shop	N	N	N
Motor vehicle service station	N	N	PB*
Motor vehicle service station w/fast food/convenience goods	N	N	CC
Motor vehicle repair garage	N	N	PB*
Car wash	N	N	N
Restaurant	Y	N	Y
Restaurant, fast-food or drive-in	CC	N	CC
Business or professional office	Y	N	Y
Bank, retail banking, financial agency or institution	Y	N	Y
Bus. or prof. office not exceeding 2500 sq. ft.	Y	Y	Y
Bank, fin. inst. not exceeding 2500 sq. ft.	Y	Y	Y
Medical office building testing laboratory	Y	N	Y
Medical clinic	Y	N	Y
Med. office bldg. or test lab not exceeding 2500 sq. ft	N	Y	N
Med. clinic not exceeding 2500 sq. ft	N	Y	N
Commercial drive-through use	CC	N	PB*
Indoor commercial recreation	N	N	Y

PRINCIPAL USE	BL	RO	BG
Arcade	N	N	N
Outdoor commercial recreation	N	N	N
Amusement park	N	N	N
Motor car and dog race tracks, outdoor concert facilities	N	N	N
Membership club, civic, social, professional or fraternal	Y	Y	Y
Commercial parking lot or garage	N	N	Y
Adult entertainment establishment	N	N	CC
Wireless Communications facility	PB	PB	PB
Bus, taxi, public transit terminal facility	Y	N	Y
Marijuana Facilities	N	N	N
Solar Facility	Y	CC	Y
BESS	PB	PB	Y
Quarrying or other extractive operation	N	N	N
Manufacturing	N	N	N
Wholesale, warehouse, self storage, distribution facility	N	N	N
Wholesale, warehouse incidental to manufacturing product on site	N	N	N
Transportation freight terminal	N	N	N
Bulk fuel storage or distribution facility	N	N	N
Electric, gas, steam generation or storage plant	N	N	N
Waste disposal facilities	N	N	N
Refuse Transfer Station	N	N	N
* = Special Permit change- CC to PB (proposed)			
** = Special Permit change- CC to Y (proposed)			

The proposed zone change from existing districts Single-Family Residence (**R-1**) and Single-Family Residence (**R-1A**) to a revised Single-Family Residence (**R-1**) zoning district* are about consolidating two very similar zones into one cohesive zone, in order to reduce confusion, increase overall consistency, and to some extent encourage housing development.

Allowed principal uses in the two zones are identical now. They will not change under the proposed consolidation.

The proposed changes are to the dimensional requirements. As it exists now, **R-1** requires somewhat larger minimum lot sizes (11,250 square feet vs. 9,500 in R-1A; more frontage 90 feet vs. 75 feet), and bigger front, rear, and side yards (by about 5 feet in all cases). Under the proposal, **R-1A** districts will become **R-1** districts, but this name change will not affect the requirements for any parcel in the current **R-1A** district.

No property in either current **R-1** or current **R-1A** that conforms to existing dimensional and use requirements will become nonconforming under this proposal. Because **R-1A** requirements are more permissive than current **R-1** requirements, any property that conforms to **R-1** rules also already conforms to **R-1A** requirements.

Not every building in the affected zones complies with existing requirements, since our zoning regulations have changed over time and Holyoke has many older houses. These properties are currently protected as pre-existing nonconforming structures. The proposed changes will not necessarily bring pre-existing nonconforming structures into compliance, but they will continue to be protected, just as they are now, but will bring some into compliance.

This proposal could potentially impact future development in the current **R-1** district. By modestly shrinking minimum lot size, it could allow large undeveloped parcels to be divided into smaller parcels than are currently allowable, and thus possibly allow for a greater number of building lots. But any such change would likely be modest: the new, smaller lot size would still be some 85% of the existing minimum lot size. This is not a proposal for vastly increased density, and Holyoke has relatively few undeveloped **R-1** properties where it might apply.

The existing Agriculture & Single-Family Residence (**RA**) district is a third single-family residential zoning district distinct from **R-1** and **R-1A** with its own principal uses and dimensional controls. The proposed zone change would not merge **RA** into **R-1** or **R-1A**.

PRINCIPAL USE	R1	R1A	RA
Single-family dwelling	Y	Y	Y
Two-family dwelling	N	N	N
Multifamily dwelling	N	N	N
Boarding house (more than 4 boarders)	N	N	N
Mobile home park	N	N	Y**
Planned unit development	CC	CC	CC
Independent living, Retirement, and Assisted Living	N	N	CC
Residential care or rehabilitation center	Y	Y	Y
Dwelling unit on second story	N	N	N
Conversion of dwellings	N	N	N
Use of land or structures for religious purposes	Y	Y	Y
Use of land or structures for educational purposes	Y	Y	Y
Cultural services	Y	Y	Y
Family day care home	Y	Y	Y
Child care facility	Y	Y	Y
Use of land for agriculture of more than 5 acres	Y	Y	Y
Facilities for the sale of produce, wine, and dairy products during harvest season	Y	Y	Y
Cemetary, private	Y	Y	CC
Municipal facilities	Y	Y	Y
Essential services	CC	CC	CC
Hospital	N	N	Y
Nonexempt Farm stand	N	N	Y
Nonexempt educational use	N	N	N
Animal clinic or hospital, kennel	N	N	Y
Veterinary clinic	N	N	Y
Nursing or convalescent home	N	N	Y
Funeral home	N	N	N
Hotel	N	N	N
Motel, overnight cabin	N	N	N
Bed and breakfast	CC	CC	CC
Retail stores and services not elsewhere set forth	N	N	N
Retail or service with incidental wholesaling, majority sold on site, not more than 10 employees	N	N	N
Personal service establishment	N	N	N
Motor vehicle, trailer or boat sales or rental	N	N	N
Motor vehicle body repair or paint shop	N	N	N
Motor vehicle service station	N	N	N
Motor vehicle service station w/fast food/convenience goods	N	N	N
Motor vehicle repair garage	N	N	N
Car wash	N	N	N
Restaurant	N	N	N
Restaurant, fast-food or drive-in	N	N	N
Business or professional office	N	N	N
Bank, retail banking, financial agency or institution	N	N	N
Bus. or prof. office not exceeding 2500 sq. ft.	N	N	N
Bank, fin. inst. not exceeding 2500 sq. ft.	N	N	N
Medical office building testing laboratory	N	N	N
Medical clinic	N	N	N
Med. office bldg. or test lab not exceeding 2500 sq. ft	N	N	N
Med. clinic not exceeding 2500 sq. ft	N	N	N
Commercial drive-through use	N	N	N
Indoor commercial recreation	N	N	N
Arcade	N	N	N
Outdoor commercial recreation	N	N	Y
Amusement park	N	N	N
Motor car and dog race tracks, outdoor concert facilities	N	N	CC
Membership club, civic, social, professional or fraternal	CC	CC	CC
Commercial parking lot or garage	N	N	N
Adult entertainment establishment	N	N	N

PRINCIPAL USE	R1	R1A	RA
Wireless Communications facility	PB	PB	PB
Bus, taxi, public transit terminal facility	N	N	N
Marijuana Facilities	N	N	N
Solar Facility	CC	CC	CC
BESS	PB	PB	PB
Quarrying or other extractive operation	N	N	CC
Manufacturing	N	N	N
Wholesale, warehouse, self storage, distribution facility	N	N	N
Wholesale, warehouse incidental to manufacturing product on site	N	N	N
Transportation freight terminal	N	N	N
Bulk fuel storage or distribution facility	N	N	N
Electric, gas, steam generation or storage plant	N	N	N
Waste disposal facilities	N	N	N
Refuse Transfer Station	N	N	N
* = Special Permit change- CC to PB (proposed)			
** = Special Permit change- CC to Y (proposed)			

PRINCIPAL USE	BL	RO	DR
Single-family dwelling	Y	Y	Y
Two-family dwelling	Y	Y	Y
Multifamily dwelling	Y	Y	Y
Boarding house (more than 4 boarders)	CC	CC	CC
Mobile home park	N	N	N
Planned unit development	N	N	CC
Independent living, Retirement, and Assisted Living	CC	CC	Y**
Residential care or rehabilitation center	N	Y	Y
Dwelling unit on second story	N	N	Y
Conversion of dwellings	N	Y	CC
Use of land or structures for religious purposes	Y	Y	Y
Use of land or structures for educational purposes	Y	Y	Y
Cultural services	Y	Y	Y
Family day care home	Y	Y	Y
Child care facility	Y	Y	Y
Use of land for agriculture of more than 5 acres	Y	Y	Y
Facilities for the sale of produce, wine, and dairy products during harvest season	Y	Y	Y
Cemetary, private	N	N	N
Municipal facilities	Y	Y	Y
Essential services	CC	CC	CC
Hospital	N	Y	N
Nonexempt Farm stand	N	N	N
Nonexempt educational use	Y	Y	N
Animal clinic or hospital, kennel	N	N	N
Veterinary clinic	Y	Y	N
Nursing or convalescent home	N	Y	N
Funeral home	Y	Y	N
Hotel	N	N	N
Motel, overnight cabin	N	N	N
Bed and breakfast	CC	CC	CC
Retail stores and services not elsewhere set forth	Y	N	Y
Retail or service with incidental wholesaling, majority sold on site,not more than 10 er	N	N	N
Personal service establishment	Y	N	Y
Motor vehicle, trailer or boat sales or rental	N	N	N
Motor vehicle body repair or paint shop	N	N	N
Motor vehicle service station	N	N	N
Motor vehicle service station w/fast food/convenience goods	N	N	N
Motor vehicle repair garage	N	N	N
Car wash	N	N	N
Restaurant	Y	N	Y
Restaurant, fast-food or drive-in	CC	N	N
Business or professional office	Y	N	N
Bank, retail banking, financial agency or institution	Y	N	N
Bus. or prof. office not exceeding 2500 sq. ft.	Y	Y	Y
Bank, fin. inst. not exceeding 2500 sq. ft.	Y	Y	Y
Medical office building testing laboratory	Y	N	N
Medical clinic	Y	N	N
Med. office bldg. or test lab not exceeding 2500 sq. ft	N	Y	Y
Med. clinic not exceeding 2500 sq. ft	N	Y	Y
Commercial drive-through use	CC	N	N
Indoor commercial recreation	N	N	Y

PRINCIPAL USE	BL	RO	DR
Arcade	N	N	N
Outdoor commercial recreation	N	N	N
Amusement park	N	N	N
Motor car and dog race tracks, outdoor concert facilities	N	N	N
Membership club, civic, social, professional or fraternal	Y	Y	CC
Commercial parking lot or garage	N	N	N
Adult entertainment establishment	N	N	N
Wireless Communications facility	PB	PB	PB
Bus, taxi, public transit terminal facility	Y	N	N
Marijuana Facilities	N	N	N
Solar Facility	Y	CC	CC
BESS	PB	PB	PB
Quarrying or other extractive operation	N	N	N
Manufacturing	N	N	N
Wholesale, warehouse, self storage, distribution facility	N	N	N
Wholesale, warehouse incidental to manufacturing product on site	N	N	N
Transportation freight terminal	N	N	N
Bulk fuel storage or distribution facility	N	N	N
Electric, gas, steam generation or storage plant	N	N	N
Waste disposal facilities	N	N	N
Refuse Transfer Station	N	N	N
* = Special Permit change- CC to PB (proposed)			
** = Special Permit change- CC to Y (proposed)			



Order #1 - Sec 3.1 Classes of Districts

This proposed change will remove obsolete or unused zoning districts such as **Office Park (OP)** and **Business Entryway (BE)** from The Zoning Ordinance, Section 3.1, **Classes of Districts**. It will further provide a definition or “purpose” for all of the zones in the Zoning Ordinance that currently do not have them.

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For the following orders (2-8) the goal is to make more parcels compliant and reduce the number of overall zones for a clearer zoning map that is easier to understand, reduces spot zoning and reflects the future hopes for Holyoke development.

Order #2 - Zone Change R-1A to R1

This proposed zone change will change all **Single-Family Residence (R-1A)** parcels to **Single-Family Residence (R-1)**, while adopting the more lenient Section 5.2 **Dimensional Regulations** from the R-1A zoning district and any uses from Section 4.3 **Table of Principal Uses**. The R-1 designation was kept for the uniformity of the zoning district naming convention with the ‘R’ residential and the numerical value of the number of housing units allowed. There is no change in taxation with this proposal as all single-family residential zoning is taxed the same, no property assessments will change as a result of the R1 re-zoning. Updates to the zoning map to reflect these changes will occur and all references to the R-1A throughout the Zoning Ordinance will be removed (map/text).

District	Min. parcel area (sq. ft.)	Min. area per dwelling unit (sq. ft.)	Frontage (ft.)	Depth (ft.)	Front yard (ft.)	Rear yard (ft.)	Side yard (one) (ft.)	Side yard (both) (ft.)	Max. # stories	Max. ht. (ft.)	Max. Building cover (%)
R1	11,250	11,250	90	100	30	35	10	25	2.5	35	30
R1A	9,500	9,500	75	100	25	30	10	20	2.5	35	35

Order #3 – Zone Change RO & BL to BG

This proposed zone change will change all parcels zoned **Residential Office (RO)** and **Limited Business (BL)** to **General Business (BG)**, taking all of the allowed uses of each and consolidating them into one (Section 4.3, **Table of Principal Uses**). Updates to the zoning map to reflect these changes and all references to the RO and BL throughout the Zoning Ordinance will be removed (map/text). This change was proposed as there is a similarity in the uses found in Sec 4.3 Table of Principal Uses and with the dimensions found in Sec 5.2 **Dimensional Regulations**. Dimensional controls will be reviewed during the public hearing process.

Order #4 - Zone Change RO & BL to DR

This proposed zone change will change parcels currently zoned Residential Office (RO) and Limited Business (BL) to Downtown Residential (DR) for this part of Dwight Street between the Beech/Pine Street alley and Elm Street. DR will bring those parcels into compliance and allow future development on parcels that are currently not developable. See Section 8.8 **Downtown Residential District** and the draft/proposed map.

Order #5 - Zone Change BH to BC

This proposed zone change will change parcels on Main Street, from Sargeant to Appleton Streets, from the alley between Race/Main Street and the alley between Main/Clemente Street from **Business Highway (BH)** to **Downtown Business (BC)**, bringing those parcels into dimensional compliance under Section 5.2 **Dimensional Regulations**. Holyoke is unique in that it has several central business districts in the City and this proposal further advances a change from BH that began six years ago in trying to correct these non-conforming dimensional zoning situations (map/text).

Order #6 - Zone Change RO to RM-20

This proposed zone change for parcel 116-00-003 changes from **Residential Office** (RO) to **Multi-Family Residential**, 20 units/acre (RM-20). This will bring the parcel into compliance as it is currently a split zone parcel (RM-20 & RO) with the abutting RM-20 parcels having a similar use. Part of the Comprehensive Plans was to review the zoning map and look for zoning abnormalities or reduce spot zones and nonconformities.

Order #7 - Removal of Section 8.6 **Business Entryway** (BE) Zoning District

This proposed zone change will remove Section 8.6 **Business Entryway District** (BE) zoning district and all references to it throughout the Zoning Ordinance. BE districts have not been utilized by anyone and were a product of the previous 1999 **Comprehensive Plan**. Part of the Comprehensive Plan was to review the Zoning Ordinance to remove or reduce any unused districts and clutter. (text)

Order #8 - Removal of Section 8.5 **Office Park** (OP) Zoning District

This proposed zone change will remove Section 8.5 **Office Park Districts** (OP) and all references to it throughout the Zoning Ordinance. There are no parcels zoned OP and **Industrial Park** (IP) fulfills the need for this designation. Part of the Comprehensive Plan was to review the Zoning Ordinance and remove or reduce any unused districts and clutter. (text)

Order #9 - Section 2.0 **Definitions** amended

The current Section 2.0 **Definitions** in this Order need to be updated for clarity. These seemed to overlap or contradict each other. Updating these definitions will help to minimize non-conforming uses as well.

Membership club- Buildings, structures and premises used by a nonprofit social or civic organization, or by a nonprofit organization catering exclusively to members and their guests for social, civic, recreational, or athletic purposes which are not conducted primarily for gain and provided there are no vending stands, merchandising, or commercial activities except as may be required generally for the membership and purposes of such organization. Banquet hall, restaurant, pro-shop, spa and retail sales shall be permitted for the general public and members and guests of the club or organization; and there shall be no external evidence, however incidental, nor any access, except for service to any such space other than from within the building. In the case of such clubs and organizations having outdoor recreational facilities, the provisions governing such uses shall apply.

Motor vehicle repair garage- An establishment other than an auto body repair or paint shop, which is licensed in accordance with Section 22-131 of the City of Holyoke Code of Ordinances, and which provides services such as major repairs and the installation of automotive accessories and other similar products, providing that all servicing be carried out inside a building.

Motor vehicle service station- A filling station with gasoline pumps, with or without EV charging stations, where minor repairs are made. Services may include such uses as engine tune-ups, installation and service of electronic equipment such as radios, and brake or muffler shops, provided that all services be carried out inside a building.

Motor vehicle repair, minor- Services to motor vehicles that include changing or repairing tires, lubrication, replacing fan belts, oil and air filters, installing light bulbs, batteries and windshield wiper blades.

Motor vehicle repair, major- Services to motor vehicles that include maintenance or replacement not defined as minor, such as: removal or rebuilding of engines, repair of internal engine components, repair or removal of differentials or axles, and brake work beyond simple pad replacement and minor adjustments.

Order #10 - Section 2.0 **Definitions** added

Currently, there are several terms used in the Zoning Ordinance that lack definition, this Order will add definition where needed.

Data center- A building or series of buildings that houses and supports the high-performance servers, storage systems, networking equipment, and related computing infrastructure and equipment necessary for storing, processing, and distributing data and applications.

Electric vehicle- A battery electric vehicle that draws propulsion energy solely from an on-board electrical energy storage device during operation that is charged from an external source of electricity or a plug-in hybrid electric vehicle with an on-board electrical energy storage device that can be recharged from an external source of electricity which also has the capability to run on another fuel source.

Electric vehicle charging facility- A cluster of two or more component assemblies designed specifically to charge batteries within electric vehicles, with the sole use of the facility being electric vehicle charging services.

Electric vehicle charging services- the transfer of electric energy from an electric vehicle charging station to a battery or other storage device in an electric vehicle and billing services, networking and operation, and maintenance.

Electric vehicle charging station- An electric component assembly or cluster of component assemblies designed specifically to charge batteries within electric vehicles by permitting the transfer of electric energy to a battery or other storage device in an electric vehicle. Levels of charging include Level 1, providing charging through a 120 volt (V) AC plug, Level 2, providing charging through a 240 volt (residential) or 208 volt (Commercial applications) electrical service, and Level 3, providing Direct-current (DC) fast charging equipment enabling rapid charging along heavy traffic corridors at installed stations at power outputs up to 500kW.

Golf course- Grounds where the recreational game of golf is played, consisting of a series of holes (typically 9-18) with teeing grounds, fairways, roughs, greens, and hazards, where there may also be pro shops, small restaurants, and banquet facilities.

Mobile home park- A lot or parcel that is occupied by two or more mobile homes, intended for dwelling purposes for periods of 90 or more days.

Motor vehicle wash and detailing- A facility with machine or hand-operated equipment, used for interior and exterior cleaning, washing, polishing, or waxing of motor vehicles.

Scientific research- Evidence-based research or investigation conducted through data collection, analysis, measurement, observation, and controlled studies for the purpose of ensuring municipal services.

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For the following orders (11-21), In addition to the below stated changes, we are removing all zones from the Section 4.3 Table of Principal Uses that were previously ordered to be removed. (Orders 2-8)

Order #11 - Section 4.3.A.3, Special Permit, Multi-family Dwellings

This proposed zone change will eliminate the required special permit and allow multi-family dwellings by right in all zones it is currently allowable in. With the housing crisis as it stands, streamlining processes toward housing development is necessary.

Order #12 - Section 4.3.A.7, Special Permit, Section 7.7 Independent Living Retirement Communities, Continuing Care Retirement Communities and Assisted Living Communities

This proposed zone change will eliminate the required special permit and allows by right in all zones it is currently allowable in. Part of the Governor's initiative and the Comprehensive plan is to increase housing statewide and eliminate barriers to that development.

Order #13 - Section 4.3.C.13, Special Permit, Section 7.2.13 Outdoor sales lots for new and used motor vehicles and trucks, and marine and recreational vehicles

This proposed zone change will move the special permit from the City Council to the Planning Board as this is more of a site plan review or dimensional regulation., updates the stated principal use for clarity and to match narrative of the zoning ordinance.

Order #14 - Section 4.3.C.14, Special Permit, Section 7.2.13 (b) Motor Vehicle Body Repair or Paint Shop

This proposed zone change will move the special permit from the City Council to the Planning Board as this is more of a site plan review or dimensional regulation.

Order #15 - Section 4.3.C.14, Special Permit, Section 7.2.1 Motor Vehicle Service Station

This proposed zone change will move the special permit from the City Council to the Planning Board as this is more of a site plan review or dimensional regulation.

Order #16 - Section 4.3.C.25, Special Permit, Section 7.2.1 Drive-Thru Facility or Use With Drive-Thru Service

This proposed zone change will move the special permit from the City Council to the Planning Board as this is more of a site plan review or dimensional regulation, updates the stated principal use for clarity and to match the narrative of the zoning ordinance.

Order #17 - Section 4.3.C.35, Special Permit, Section 7.8 **Wireless Telecommunication Facilities and Antennas**

This proposed zone change will add an additional Principal Use to Section 4.3 **Table of Principal Uses** in order to differentiate **Antennas** and **Facilities**.

Order #18 - Section 4.3.C.37a, 37b, 37c, 37d, Special Permit, Section 7.10 **Marijuana Facilities**

This proposed zone change will recognize that the Zoning Ordinance needs 4 types of principal uses. Marijuana special permits will remain the responsibility of the City Council. The four principal uses are substantially different and separating them in the Ordinance will allow for them to be considered separately and potentially amended separately in future if necessary.

- a. Marijuana Facilities Cultivation/Manufacturing/Processing
- b. Marijuana Facilities Retail
- c. Marijuana Facilities Delivery
- d. Marijuana Facilities Testing Facility

Order #19 - S Section 4.3.D.1, Special Permit, Section 7.3 **Removal of Earth Materials**

This proposed zone change will rename the principal use found in Section 4.3 **Table of Principal Uses** (D)(1) “Quarrying or other extractive operation” to “Removal of Earth Materials” to reflect current terminology and make consistent throughout the Zoning Ordinance.

Order #20 - Section 4.3.C.17, Special Permit, Section 7.2.13 (a) **Motor Vehicle Repair Garage**

This proposed zone change will move the special permit from the City Council to the Planning Board.

Order #21 - Section 4.3.A.4, Special Permit, Section 7.2.6 **Boarding Houses**

This proposed zone change will update the text found in Section 4.3 **Table of Principal Uses** to match the text found in the narrative of Section 7.2.6.

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In the following orders (22-40) we are updating the narrative section of the Zoning Ordinance to reflect the changes to Section 4.3 Table of Principal Uses in the previous orders. In some orders there will be a submission update as well to reflect the new reviewing body that is responsible for the Special Permit

Order #22 - Special Permit, Section **Independent Living Retirement Communities, Continuing Care Retirement Communities and Assisted Living Communities**

This proposed zone change will reflect the text change in the narrative of the Zoning Ordinance that corresponds with Section 4.3 **Table of Principal Uses**, change in Order #12.

Order #23 - Special Permit, Section 7.2.7 **Bed and Breakfast**

This proposed zone change will update the narrative of the Zoning Ordinance to reflect Section 4.3 **Table of Principal Uses** as it currently exists.

Order #24 - Special Permit, Section 7.2.13 **Outdoor sales lots for new and used motor vehicles and trucks, and marine and recreational**

This proposed zone change will Reflects the text change in the narrative of the Zoning Ordinance that corresponds with the principal use table (Table 4.3) change in Order #13. This also updates the Site Plan submission to reflect the required digital submission. The special Permit will move to Planning Board as this is more of a site plan review item or dimensional regulation.

Order #25 - Special Permit, Section 7.2.13 (b) **Motor Vehicle Body Repair or Paint Shop**

This proposed zone change will Reflects the text change in the narrative of the Zoning Ordinance that corresponds with the principal use table (Table 4.3) change in Order #14. This is more of a site plan review item or dimensional regulation.

Order #26 - Special Permit, Section 7.2.1 Motor Vehicle Service Station

This proposed zone change will reflect the text change in the narrative of the Zoning Ordinance that corresponds with the principal use table (Table 4.3) change in Order #15.

Order #27 - Special Permit, Section 7.1.6 Drive-Thru Facility or Use With Drive-Thru Service

This proposed zone change will reflect the text change in the narrative of the Zoning Ordinance that corresponds with the principal use table (Table 4.3) change in Order #16.

Order #28 - Special Permit, Section 7.3 Removal of Earth Materials

This proposed zone change will rename Section 7.3 in the Zoning Ordinance narrative to match its title on Section 4.3 **Table of Principal Uses**.

Order #29 - Special Permit, Section 4.7.3 Nonconforming Structures, Other Than Single and Two-Family Structures

This proposed zone change will move the special permit from the City Council to Planning Board as this is more of a site plan review or dimensional regulation.

Order #30 - Special Permit, Section 4.7.5 Nonconforming Single and Two-Family Structures

This proposed zone change will move the Special Permit for non-conforming single and two-family structures from the City Council to Planning Board as this is more of a site plan review or dimensional regulation.

Order #31 - Special Permit, Section 5.3 Special Permit to Exceed Height Limitation

This proposed zone change will move the special permit to exceed height limitation from the City Council to the Planning Board as this is more of a site plan review item or dimensional regulation.

Order #32 - Special Permit, Section 7.2.8 Adult Entertainment

This proposed zone change will remove the adult entertainment use from **Business General** (BG) allowing the use only in BG and Industrial General (IG).

Order #33 - Special Permit, Section 8.3 Shopping Center Districts, (3) Uses Available

This proposed zone change will address the Special Permit for Motor Vehicle Light Service, moving the special permit from the City Council to the Planning Board.

Order #34 - Special Permit, Section 4.6 Fences

This proposed - zone change will update the text and provide a new descriptive graphic making it easier to understand.

Order #35 - Special Permit, Section 7.10 Marijuana Facilities

This proposed zone change will allow marijuana Special Permits to stay with the site rather than the business or owner. This will remove the special permit requirement currently required with a transfer of ownership.

Order #36 - Special Permit, Section 7.2.13 (a) Motor Vehicle Repair Garage

This proposed zone change reflects the text change in the narrative of the Zoning Ordinance that corresponds with the principal use table (Table 4.3) change in Order #20.

Order #37 - Special Permit, Section 6.4.10 Enforcement

This proposed zone change will move the Zoning Ordinance enforcement mechanism currently found in Section 6.4.10 Enforcement to the beginning of the Zoning Ordinance, to Section 1.0 **PURPOSE AND APPLICABILITY**. In its current location, it is difficult to find.

Order #38 - Special Permit, Section 3.3 **Boundary Disputes**

This proposed zone change will amend the enforcing authority found in Section 3.3.6 from the Building Commissioner to a licensed surveyor.

Order #39 - Special Permit, Section 7.2.6 **Boarding Houses**

This proposed zone change will reflect the text change clarifying “four (4) or more boarders” in the narrative of the Zoning Ordinance Section 7.2.6 that corresponds with the principal use table (Table 4.3) text change to match in Order #21.

Order #40 - Special Permit, Section 9.3.2 **Criteria**

This proposed zone change will add submission requirements for Planning Board Special Permits. Currently there is nothing that defines what is to be submitted as part of an application for a Special Permit. This will be reviewed further during the public hearing process.

Order #41 - Special Permit, Section 5.2 **Table of Dimensional Regulations**

This proposed zone change will update Section 5.2 **Table of Dimensional Regulations** to reflect the removal of zones that are proposed to be removed in Orders 3, 7 & 8 and the combining of zoning districts found in Orders 2 & 3.

-Furrow Engineering-

April 1, 2026

The Honorable City Council, City of Holyoke
536 Dwight St, Room 10
Holyoke, MA 01040

RE: Request to Be Placed on City Council Meeting Agenda– Schermerhorn’s Building Signage, 224 Westfield Rd, Holyoke MA 01040

Dear Council Members:

On behalf of F&M Hideway, Inc, Furrow Engineering respectfully requests to be placed on the agenda for the next meeting of the City of Holyoke City Council. This request pertains to the reconstruction of Schermerhorn’s Restaurant, located at 224 Westfield Road, specifically regarding proposed building signage.

The applicant has received a Special Permit granted by City Council February 18, 2025 for general reconstruction of the site and building, and a Special Permit Amendment that included the proposed signage granted by City Council December 16, 2025

Following these unanimous approvals, a sign permit application was submitted to the Building Department on February 5, 2026, as approved by City Council. Davin Pasek, Holyoke Zoning Officer, subsequently advised that a Special Permit from the Planning Board would be required in order to proceed.

The following information is attached for your review:

- Amendment Legal Summary prepared by Legal Counsel Donald W. Abel, Jr., Esq
- Special Permit granted by City Council February 18, 2025
- Special Permit Amendment granted by City Council December 16, 2025
- Proposed Signage Plans Approved by City Council

We appreciate your consideration of this request and look forward to discussing this matter further at your upcoming meeting. We are available at your convenience to review the plans and supporting documents. If you have any questions, please feel free to contact us.

Sincerely,



Benjamin Hildebrand, P.E.
Project Engineer

C.C. F&M Hideway, Inc.

Furrow Engineering
199 Servistar Industrial Way - Suite 2
Westfield, Massachusetts 01085
Tel: 413-562-4884 ∞ Fax: 413-562-4899

DONALD W. ABEL, JR.
ATTORNEY AT LAW

203 NORTHAMPTON STREET
P.O. BOX 749
EASTHAMPTON, MA 01027
Tel: (413) 527-6966
Fax: (413) 527-8314
donabel.law@gmail.com

March 30, 2026

**F&M HIDEAWAY/SCHERMERHORN'S
MODIFICATION TO SPECIAL PERMIT
SUMMARY**

This Memorandum serves to address issues raised with respect to the scope and impact of a Modification to Special Permit granted by the Holyoke City Council to F&M Hideaway, Inc./Schermerhorns Restaurant ("F&M") on December 16, 2025.

On February 18, 2025, the Holyoke City Council, as the Special Permit granting authority, issued F&M Hideaway, Inc. a Special Permit for the reconstruction and renovation of Schermerhorn's Restaurant and retail store located at 224 Westfield Road in accordance with the provisions of Section 4.7.3 of the City of Holyoke Zoning Ordinance.

The reconstruction and renovation of the building necessarily required the removal of the existing signs on the building. During ensuing planning, F&M determined that some alteration of these preexisting nonconforming signs would provide the opportunity to better incorporate the signage into the structure and to reduce the impact of the signage on the property. During that time, reference to a sign permit was raised. Having already received the Special Permit authorizing the reconstruction and renovation, F&M elected to present the proposed signage plans to the City Council in order to allow the City Council to confirm that these modest modifications, as was the case with the building, were not substantially more detrimental than the existing nonconforming signs and structure, and to allow the Applicant to proceed with these alterations under the previously issued Special Permit.

There was some question as to the best manner to present this issue to the City Council. At issue was whether an application for Modification to the Special Permit was required, or whether correspondence to the City Council, to be addressed as an agenda item at a regular meeting, would suffice, as removal of the existing signage was contemplated in the initial Special Permit filing, and the supplemental information to be presented was not to amend the Special Permit but to clarify and confirm that some alteration of existing signage at the building was consistent with the permitted reconstruction under the Special Permit.

I reached out to the City Solicitor in this regard, who referred me to Attorney Mantolesky, Assistant City Solicitor. Attorney Mantolesky graciously provided me the opportunity to review the matter via a phone conference. We reviewed these referenced issues and the appropriate manner in which to proceed. I did not provide Attorney Mantolesky with any of the proposed

plans, nor any draft correspondence to the City Council, and she did not provide approval of any specific documentation. At the close of our conversation, Attorney Mantolesky did indicate that my proposal to proceed with correspondence to the City Council was not unreasonable.

F&M proceeded to prepare and compile documentation and materials to present to the City Council. Once prepared, I sent an e-mail to the City Solicitor and Attorney Mantolesky, summarizing our prior conversation, and inquiring whether they were amenable to reviewing our materials to be presented. There was no response to that e-mail, and we proceeded to present the correspondence and materials to the City Clerk and the matter was placed on the City Council agenda for November 6, 2025.

F&M's correspondence, was presented at the City Council meeting, but was not substantively addressed, and F&M was not invited to present information in support. Assistant City Solicitor, Attorney Michael Bissonnette, attending the meeting remotely, recommended to the Council that the matter, in the form of our correspondence and materials, be referred to the City Council Ordinance Sub Committee as an application for Modification to a Special Permit, with a public hearing with notice to be scheduled at that time. The public hearing was held on December 3, 2025 at the meeting of the Ordinance Subcommittee. F&M's correspondence and materials were available for review, including the photographs and plans of the proposed alterations, with cleaner versions of the photographs provided. At the conclusion of the hearing, the Ordinance Subcommittee voted unanimously to recommend approval of the requested modification by the full City Council.

City Council voted unanimously at its meeting of December 16, 2025 to grant F&M's Modification to Special Permit. A copy of the recorded Special Permit is attached hereto.

On February 6, 2026 F&M received an email from Davin Pasek, Holyoke Zoning Officer, stating that the Special Permit, as modified, did not authorize F&M to proceed with the reconstruction, renovation, and alteration of the building incorporating the alteration to the signage as presented to the City Council. Instead, F&M is now being directed that it will be required to apply for yet another Special Permit from the Holyoke Planning Board.

Attorney Mantolesky followed with another email of that same date, characterizing the purpose of our previous conversation, and our correspondence/application to the City Council, as limited to ensuring that the issued Special Permit included the ability to also reduce the signage on the building.

Reference is made to F&M's correspondence, with supporting documentation, of October 30, 2025, attached, also serving as the application for modification. The closing paragraph is the specific action/relief sought by F&M, requesting that the City Council confirm that the proposed signage alterations, including three (3) pages of very specific photographs and plans detailing the proposed alterations, were not substantially more detrimental than the existing nonconforming signs, and to allow F&M to proceed with the alterations presented. Information was provided in that correspondence detailing that the alterations would reduce the number of signs and overall square footage, in support of a determination that the alterations would not be substantially more detrimental. F&M never represented, neither in our conversation with Attorney Mantolesky, nor in the Application for Modification, that the requested authorization was limited to the ability to reduce signage. I will also note that F&M's application, with the aforementioned narrative and

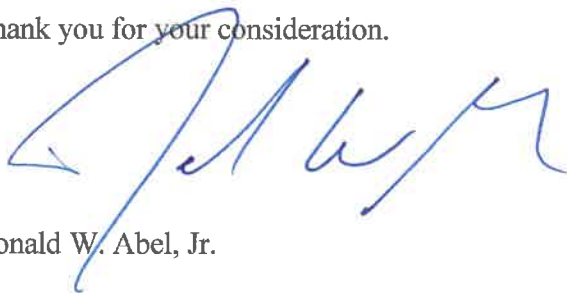
three (3) pages of photographs and plans detailing the specific proposed alterations, was available for City Councilors' review at the initial Council meeting, the public hearing and the unanimous Council vote. In fact more detailed photos were presented, reviewed and discussed at the Ordinance Committee meeting. There was never any discussion at any of these meetings that the relief to be granted was limited to reducing signage area.

In recharacterizing the nature of the modification to the Special Permit, the position presented is that the City Council was authorized to consider and address the number and square footage of signs in its determination to grant the Special Permit to reconstruct and renovate the preexisting nonconforming structure, but that further review was required to approve the signs themselves. However, a review of the Sign Ordinance at Section 6.4 of the Zoning Ordinance, the primary issues of review appear to be with respect to the number and square footage of the signage, the same issues reviewed by the City Council.

F&M's application for Modification of the Special Permit, after public hearing, was approved unanimously by the City Council and the Council's Ordinance Subcommittee. There was no public opposition, and no issues presented by any municipal departments. The Council's decision was filed with the City Clerk's office and the 20 day appeal period expired without appeal. It would seem that the interests of the residents of the City of Holyoke were adequately protected and expressed as support for F&M's reconstruction and renovation of Schermerhorn's Restaurant.

F&M requests that the City review this matter further and allow the project to continue in conformity with the design materials presented in its approved application.

Thank you for your consideration.

A handwritten signature in blue ink, appearing to read 'D. Abel, Jr.', written over a faint circular stamp.

Donald W. Abel, Jr.

CITY OF HOLYOKE

Special Permit

A Special Permit was granted to F&M Hideway, Inc/Schermerhorn's Restaurant at 224 Westfield Rd (157-00-072) to reduce the number and total square footage of signage from the previously issued.

Petitioner: F&M Hideway, Inc
224 Westfield Rd
Holyoke, MA 01040

Parcel: 224 Westfield Rd
Parcel Number 157-00-0072
Book/Page 25599/132

Conditions: None

Granted by the City Council on December 16, 2025 --Yeas 12—Nays 0 – Absent- (1) Jenny Rivera

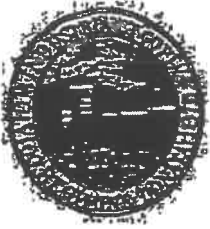
In order for this permit to be effective, the approved special permit must be recorded at the Hampden County Registry of Deeds and the costs of recording paid by the owner or applicant. A SPECIAL PERMIT WILL NOT TAKE EFFECT UNTIL IT IS RECORDED AT THE HAMPDEN COUNTY REGISTRY OF DEEDS.

AFTER RECORDING, PLEASE RETURN A COPY TO THE CITY CLERK'S OFFICE.

Brenna Murphy Leary

Brenna Murphy Leary
Holyoke City Clerk

SEE BOOK 25788
PAGE 473



Bk 26215 Pg2 #5887

Brenna Murphy Leary, MMC, City Clerk
Kelly A. Lundgren, Assistant City Clerk

OFFICE OF CITY CLERK- HOLYOKE, MA

January 22, 2026

Re: F&M Hideway, Inc/Schermerhon's Restaurant
224 Westfield Rd.
Holyoke, MA 01040

A Special Permit which was granted F&M Hideway, Inc. 224 Westfield Rd. Holyoke
MA 01040.

I hereby certify that as of the above date no appeals have been filed in this office.

A true copy attest:

Brenna Murphy Leary

Holyoke City Clerk

F&M Hideaway

October 30, 2025

The Honorable City Council, City of Holyoke
536 Dwight St, Room 10
Holyoke, MA 01040

Re: Special Permit-Schermerhorn's Restaurant
224 Westfield Road, Holyoke, MA 01040

On behalf of F&M Hideaway, Inc., we are writing to request your consideration of the following matter concerning the Special Permit granted to F&M Hideaway, Inc. on February 18, 2025 for the reconstruction and renovation of Schermerhorn's Restaurant and retail store located at 224 Westfield Road, a copy of which is attached hereto.

The reconstruction and renovation work was intended to include some alterations to the existing building signage, consistent with the permitted reconstruction and renovation of the building, as the original signage had to be removed during the process. In developing these plans, it was determined that some alteration of these pre-existing nonconforming signs would provide the opportunity to better incorporate the signage into the structure and to reduce the impact of the signage on the property. Attached hereto are photographs and specifications of both the existing signage and the proposed signage to be included in the reconstruction project.

In general, the proposed alterations to the signage would reduce the number of existing signs from 13 to 8, as well as reducing the overall square footage of signage from 377 SF to 298 SF, resulting in a reduction of 5 signs and 79 SF of signage area.

The Applicant presents these more detailed materials and specifications to the City Council in order to allow the Council to confirm that these alterations, as with the building, are not substantially more detrimental than the existing nonconforming signs and structure, and to allow the Applicant to proceed with these alterations under the previously issued Special Permit.

Your attention and consideration are appreciated.

Sincerely,



Benjamin Hildebrand, P.E.
Project Engineer

F&M Hideaway
199 Servistar Industrial Way, Suite 2
Westfield, Massachusetts 01085
Tel: 413-562-4884
Page 1 of 1

City of Holyoke

Special Permit

A Special Permit was granted to F & M Hideway, Inc. for a special permit to reconstruct and renovate Schermerhorn's Restaurant and retail store per sec 4.7.3 at 224 Westfield Road Holyoke, MA 01040

Petitioner: F & M Hideway, Inc.
224 Westfield Road
Holyoke, MA 01040

Parcel: 224 Westfield Road
Parcel Number 157 00 72
Book/Page 25599/132

Conditions: None

Granted by the City Council on February 18, 2025 --Yeas 13—Nays 0- Absent-0

In order for this permit to be effective, the approved special permit must be recorded at the Hampden County Registry of Deeds and the costs of recording paid by the owner or applicant. A SPECIAL PERMIT WILL NOT TAKE EFFECT UNTIL IT IS RECORDED AT THE HAMPDEN COUNTY REGISTRY OF DEEDS.

AFTER RECORDING, PLEASE RETURN A COPY TO THE CITY CLERK'S OFFICE.



Brenna Murphy Leary
Holyoke City Clerk



Brenna Murphy Leary, MMC, City Clerk
Kelly A. Lundgren, Assistant City Clerk

OFFICE OF CITY CLERK- HOLYOKE, MA

March 03, 2025

Re: Schermerhorn Restaurant and Retail Store
224 Westfield Rd.
Holyoke, MA 01040

A Special Permit which was granted to F&M Hideway, Inc to reconstruct and renovate Schermerhorn's Restaurant and retail store at 224 Westfield Rd. Holyoke MA 01040.

I hereby certify that as of the above date no appeals have been filed in this office.

A true copy attest:

Brenna Murphy Leary

Holyoke City Clerk



1 NORTH ELEVATION
SCALE NTS



2 WEST ELEVATION
SCALE NTS



3 GROUND MOUNTED SIGNAGE
SCALE NTS



4 PYLON MOUNTED SIGNAGE
SCALE NTS

EXISTING SIGN SCHEDULE				
LABEL	OVERALL HEIGHT	OVERALL LENGTH	AREA (SQ FT)	DESCRIPTION
1	1'-0"	12'-0"	14.4	BUILDING MOUNTED SIGN
2	2'-0"	17'-0"	34.2	BUILDING MOUNTED SIGN
3	1'-0"	12'-0"	14.4	BUILDING MOUNTED SIGN
4	2'-0"	8'-0"	14	BUILDING MOUNTED SIGN
5	2'-0"	7'-0"	14	BUILDING MOUNTED SIGN
6	11'-0"	9'-0"	99.3	BUILDING MOUNTED SIGN
7	10'-0"	10'-0"	100	BUILDING MOUNTED SIGN
8	10'-0"	10'-0"	100	BUILDING MOUNTED SIGN
9	4'-0"	4'-0"	16	GROUND MOUNTED SIGN DOUBLE SIDED
10	4'-0"	4'-0"	16	GROUND MOUNTED SIGN DOUBLE SIDED
11	4'-0"	4'-0"	16	GROUND MOUNTED SIGN DOUBLE SIDED
12	4'-0"	4'-0"	16	GROUND MOUNTED SIGN DOUBLE SIDED
13	4'-0"	4'-0"	16	GROUND MOUNTED SIGN DOUBLE SIDED

TOTAL EXISTING SIGN AREA: 371.8 SF

A2.1 EXISTING BUILDING SIGNAGE

PROJECT: SCHERMERHORN'S SEAFOOD RESTAURANT
 APPLICANT: FRANK A. DEWARING
 139 SEVERSTAR INDUSTRIAL WAY
 WESTFIELD, MA 01085

199 Severstar Industrial Way - Suite 2
 Westfield, MA 01095
 Phone: (417) 564-4844
Furrow
 Engineering

10-17-25

APPROVAL SEAL OF THE BOARD OF REGISTERED PROFESSIONAL ENGINEERS

REVISION DESCRIPTION

DATE: 10-17-24

SCALE: AS NOTED

PROJECT: A2.1

PROJECT: SCHERMERHORN'S SEAFOOD RENOVATION
 124 WESTFIELD RD
 HALYKIE, MA 01900
 CLIENT: FRANK A. DEWARNS
 129 GERMANTOWN INDUSTRIAL WAY
 WESTFIELD, MA 01095
 APPLICANT: FRANK A. DEWARNS

Furrow Engineering
 199 Seaview Industrial Way - Suite 2
 Westfield, MA 01095
 Phone: (417) 264-4844



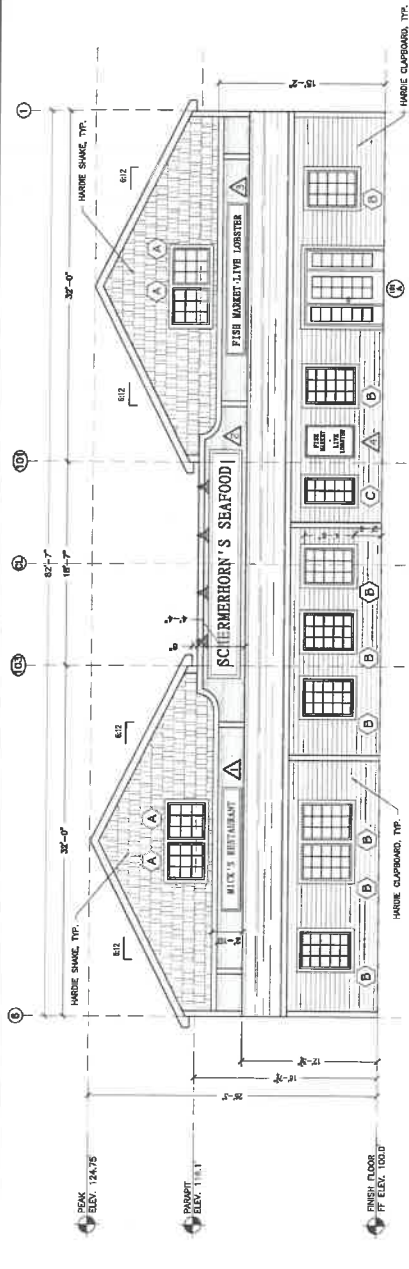
REVISION DESCRIPTION	DATE	BY
	10-17-25	

DATE: 10-17-25
 DRAWN BY: HM
 CHECKED BY: AS NOTED

A2.2

OVERALL SIGNAGE AREA

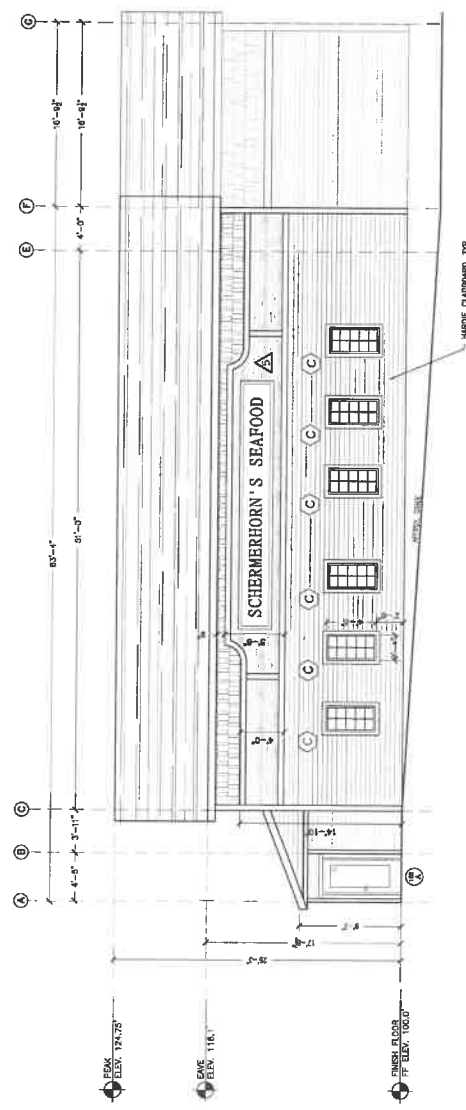
DESCRIPTION	AREA (SF)
EXISTING SIGNAGE	977
PROPOSED SIGNAGE	159
TOTAL SIGN AREA REDUCTION	79



1 NORTH ELEVATION
 SCALE: 3/8" = 1'-0"



4 EXISTING SIGNAGE
 SCALE: NTS



2 WEST ELEVATION
 SCALE: 3/8" = 1'-0"

PROPOSED SIGN SCHEDULE

LABEL	INTERIOR HEIGHT	INTERIOR LENGTH	FRAME WIDTH	OVERALL HEIGHT	OVERALL LENGTH	AREA (SF)	DESCRIPTION
▲	1'-0"	14'-0"	2"	1'-0"	14'-0"	14.0	BUILDING MOUNTED SIGN
▲	5'-0"	12'-0"	3/4"	5'-0"	12'-0"	60.0	BUILDING MOUNTED SIGN
▲	1'-0"	12'-0"	2"	1'-0"	12'-0"	12.0	BUILDING MOUNTED SIGN
▲	4'-0"	5'-0"	3"	4'-0"	5'-0"	15.0	BUILDING MOUNTED SIGN
▲	5'-0"	22'-1"	3/4"	5'-0"	22'-1"	110.5	BUILDING MOUNTED SIGN
▲	4'-0"	7'-0"	2"	4'-0"	7'-0"	28.0	EXISTING PULAN MOUNTED SIGN, DOUBLE SIDED, INTERNALLY ILLUMINATED, 10' REMAIN
▲	4'-0"	7'-0"	2"	4'-0"	7'-0"	28.0	EXISTING PULAN MOUNTED SIGN, DOUBLE SIDED, INTERNALLY ILLUMINATED, 10' REMAIN
▲	1'-0"	17'-1"	3/4"	1'-0"	17'-1"	17.1	BUILDING MOUNTED SIGN

TOTAL PROPOSED SIGN AREA: 259.6 SF



3 TYPICAL SIGN DETAIL
 SCALE: 1/8" = 1'-0"

A2.2 PROPOSED BUILDING ELEVATIONS

Dear Members of the Holyoke City Council,

I am writing to express my strong concern regarding the Council's March 17, 2026 vote on Order 50, which amends city ordinances to allow the WWII air raid siren at 109 Lyman Street to be sounded every Friday at noon for up to two minutes.

I want to be clear—this is not simply about a siren. It is about how this decision was made, the lack of meaningful discussion, and the message it sends to residents who may be impacted but are now too afraid to speak up.

From my perspective, the sequence of events is troubling:

1. A concerned resident came forward with a complaint about the siren.
2. Instead of fostering respectful dialogue, the City allowed a public response that included ridicule, bullying, and organized noise demonstrations in protest.
3. On March 17th, the Council unanimously voted to continue the siren—without what appeared to be adequate discussion or consideration of potential harm.

Several Council members publicly minimized the concern by emphasizing that it was “only one person.” Respectfully, that should not matter. Whether one resident or one hundred residents raise an issue, it deserves to be taken seriously—especially when it involves public health and well-being.

The reaction from the community has been deeply concerning. Witnessing the backlash and public ridicule directed at someone who voiced a concern makes it clear why others may choose to remain silent. I firmly believe there are more individuals affected by this siren who will now hesitate to come forward out of fear of similar treatment.

This issue is particularly serious for individuals living with conditions such as PTSD and other mental health challenges. According to the World Health Organization, individuals with PTSD may experience heightened fear responses and can be severely affected by sudden loud noises. While some may argue that the siren lasts “only two minutes,” the psychological impact can last far longer and should not be dismissed so lightly.

What is most troubling is the precedent this sets. When concerns are dismissed, when residents are ridiculed, and when decisions are made without thoughtful discussion, it discourages civic engagement and erodes trust in local government.

Holyoke is a community made up of diverse individuals with different experiences and needs. Leadership requires listening—even when the voices are few—and ensuring that all residents feel safe, heard, and respected.

Sincerely,
Jenee King
Holyoke Resident

Board of Fire Commission Meeting Minutes		Date: February 25, 2026	
		Time: 5:00 p.m.	
		Location: Fire Department Headquarters	
Meeting called by:	Chairman Trask	Note taker: D. Glenn	
Type of meeting:	Regular Monthly	Timekeeper: D. Glenn	
Facilitator:	Chief Kadlewicz		Approved
Attendees:	Jeffrey Trask via Zoom, George Mettey, Nelson Lopez		
Absent:			
Staff in Attendance:	Chief John Kadlewicz and Dale Glenn		
Also: Deputy Fire Chief Kevin McDonnell			
A. Opening of Meeting		Chairman Trask	Time: 5:00 p.m.
<p>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 by Commissioner Lopez.</p> <p>#2 agenda item – Minutes: The Board of Fire Commissioners reviewed the minutes from January 21, 2026</p> <p>#3 on the agenda – Fire Chief’s Report:</p> <ul style="list-style-type: none"> • Injured on Duty/Light Duty/Administrative Duty/Administrative Leave • Overtime Expenditures • The Board asked about Fiscal Year 2027 Budget Planning – Fire Chief Kadlewicz stated that there are increases in certain areas and he has written a narrative supporting them. Invited Commissioner Mettey to come and review the budget with the Chief. • Station 3 update – the leaks are established as all walls of the fire station. Awaiting on plan for repairs. • Station 1 update - pitched roof replacement will be done in Spring. • Cataldo Ambulance have moved out of Headquarters Station 1 and now located at their Dwight Street dispatching facility. • Board is requesting to have all the Flags at the Fire Stations be reviewed and replaced as needed. <p>#4 Old Business</p> <ul style="list-style-type: none"> • Local Registry – Fire Chief Kadlewicz updated the Board on the parameters of the local registry policy with Civil Service for the hiring of Firefighters. Once this is approved it will be sent to Civil Service for further processing to secure this as a way to hire firefighters along with Certifications from HRD. • Annual Report – Fire Chief Kadlewicz submitted for approval to the Board. Once approved will submit to the Mayor and City Council • Restoration of the Fire Truck update – it is in progress <p>#5 New Business</p> <p>#6 Executive Session – Not needed for this meeting</p> <p>#7 Close Meeting</p>			
		<p>RECEIVED</p> <p>MAR 24 2026</p> <p>Holyoke City Clerk's Holyoke, MA</p>	

Wednesday, February 25, 2026

Injured on Duty

1 Fire Lieutenant

Light Duty

1 Fire Lieutenant

1 Firefighter

FMLA

Overtime Budget	\$461,766.00
Transfers In	\$300,000.00
Revised Budget	\$761,766.00
Currently Expended	\$497,070.93
Available Balance	\$264,695.07

Average Expended Per Pay Period \$15,570.29

Last Pay Period \$12,099.63

PLANNING BOARD MEETING MINUTES
TUESDAY, OCTOBER 14, 2025 @ 5:30 P.M.
4th FLOOR CONFERENCE, ROOM #403, CITY HALL ANNEX, HOLYOKE, MA
(all meetings are being recorded)

On Tuesday, October 14, 2025, the Holyoke Planning Board held the above-referenced Public Hearing via in-person at 5:30 p.m.

Attendance:

Planning Board

Mimi Panitch Chairperson
Kate Kruckemeyer Vice-Chairperson
Rosanna Lopez Member
Lauren Niles Member
Paul Gallagher Associate (absent)

Planning Staff

Jeffrey Burkott Principal Planner
Brianna Tejada Head Admin Clerk
Parker O'Brien Planner 1

Others Present

Adam Lamee..... 125 Mountain View Drive

Mimi Panitch, at 5:53 p.m., called for a motion to open the above referenced Public Meeting. The motion was made by Kate Kruckemeyer, seconded by Lauren Niles. The motion carried 4-0 by roll call vote as follows:

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

Jeffrey Burkott began the meeting by explaining what was in front of the Planning Board and noted that this meeting is focused on how the current Special Permits found within the Zoning Ordinance are managed and for the Board to review and offer who they believe should be the granting authority.

1. Voted 4-0; update table Sec 4.3 allow by right in IG & SC.
2. Voted 4-0; CC to retain; update Approved with changes voted 4-0 to keep
3. Rosanna Lopez expressed concerns with how it should be defined, Board approved of changes, voted 4-0 to keep.
4. Planning staff had some revisions, and complied with a subcommittee to supply more data, voting 4-0 to keep.
5. Voted to keep 4-0.
6. Kate Kruckemeyer voiced concerns on ADU issues with the state, staff agreed to write recommendations, vote 4-0 to keep.
7. No changes needed, voted 4-0 to keep.
8. Voted 4-0 to leave for City Council.
9. Voted 4-0 to keep special permit for BE
10. Voted 4-0 to Remove special permit and allow by right, adding RM40, RM60
11. Voted 4-0 to hold.
12. Voted 4-0 to leave for City Council. Update text.
13. Voted 4-0 to leave for City Council.
14. Voted 4-0 to keep and add rental language.
15. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
16. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
17. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
18. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text. Revise definitions.
19. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
20. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text. Revise definitions.
21. Voted 4-0; City Council to retain, no action required.
22. Voted 4-0; City Council to retain, no action required.
23. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
24. Voted 4-0 to keep. No action at this time.
25. Voted 4-0; City Council to keep, no action required.
26. Voted 4-0 to keep. Revise definitions.
27. Voted 4-0 to keep with updates.
28. Voted 4-0 leave for City Council. Update Sec. 4.3 Table of Principal Uses and text.
29. Voted 4-0; City Council to keep, no action required.
30. Voted 4-0 leave for City Council, revise definitions.
31. Voted 4-0; City Council to keep, no action required.
32. Voted 4-0; City Council to keep, no action required.
33. Voted 4-0; City Council to keep, no action required.
34. Voted 4-0 to keep with updates.
35. Voted 4-0 to keep with updates.
36. Voted 4-0; City Council to keep, no action required.

37. Voted 4-0 leave for City Council.
38. Voted 4-0 leave for City Council.
39. Voted 4-0 leave for City Council.
40. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
41. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
42. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
43. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
44. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
45. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
46. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
47. Voted 4-0 to leave for City Council.
48. Voted 4-0; City Council to keep, no action required.
49. Voted 4-0; City Council to keep, no action required.
50. Voted 4-0; City Council to keep. Update Sec. 4.3 Table of Principal Uses and text.
51. Voted 4-0; City Council to keep. Update text.
52. Voted 4-0; City Council to keep. Update text.
53. Voted 4-0; City Council to keep. Update text.
54. Voted 4-0 to hold.
55. Voted 4-0; City Council to keep. Update text.
56. Voted 4-0; City Council to keep. Update text and definitions.
57. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
58. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
59. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
60. Voted 4-0; City Council to keep, no action required.
61. Voted 4-0; City Council to keep. Update text and definitions.
62. Voted 4-0 to rewrite ordinance.
63. Voted 4-0 to remove special permit and allow by right of Site Plan review.
64. Voted 4-0 to leave for City Council. Review text.
65. Voted 4-0 to leave for City Council. Update Sec. 4.3 Table of Principal Uses and text.
66. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
67. Voted 4-0 to keep. Update Sec. 4.3 Table of Principal Uses and text.
68. Voted 4-0; City Council to keep, no action required.
69. Voted 4-0; City Council to keep, no action required.
70. Voted 4-0 to leave for City Council. Update text.
71. Voted 4-0; City Council to keep, no action required.
72. Voted 4-0; City Council to keep, no action required.

After the discussion of the Comprehensive Plan the Planning Board talked briefly about the Zoning Ordinance, and discussed some of the proposed changes including:

8. Remove writing in the ADU section
9. Update definition ideas from the Board with further research.
11. Voted 4-0 to keep language.
12. Voted 4-0 to keep language.
13. Voted 4-0 to keep language.
15. Voted 4-0 to remove the Business General ~ BG zone.
18. Voted 4-0 to keep language.

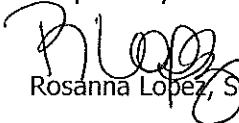
Documents Shown: Zoning Ordinance and Comprehensive Plan provided by Planning staff.

Adjournment

At 8:30 p.m., a motion was made by Kate Kruckemeyer and seconded by Rosanna Lopez to adjourn the Planning Board meeting. The motion carried 4-0 by roll call vote as follows:

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

Respectfully submitted,


 Rosanna Lopez, Secretary

Date signed: 10-26-2026



**NOTICE OF DECISION
SITE PLAN REVIEW (Sec 10.0)
ISO NEW ENGLAND, INC (2026-3)
115 WHITING FARMS RD (115-00-002/-001)**

RECEIVED

MAR 31 2026

Holyoke City Clerk's
Holyoke, MA

DATE OF NOTICE: March 30, 2026

It is hereby certified that the Planning Board of the City of Holyoke, Massachusetts, at a duly called and properly posted meeting, voted on March 24, 2026, to approve the Site Plan Review Notice of Decision with Conditions.

Petitioner: ISO New England, Inc
1 Sullivan Rd
Holyoke, MA 01040

Designed by: VHB, Inc
1 Federal Street, Building 103-3B
Springfield, MA 01103

Owners: Bear Properties
101 State Street, Suite 501
Springfield, MA 01105

Date of Application: February 17, 2026

Property Location: Whiting Farms Road
(Assessor's Map: 115-00-002/-001)

Deed Reference: Book 14205, Page 254

Project Description: Construction of a 3-story office building having +/-78,587 gross square feet with associated site improvements.

Public Hearing(s): March 10, 2026

Date of Decision: March 24, 2026

Decision of Board: Approve with Conditions

In accordance with Chapter 40A, General Laws of Massachusetts, Section 17, Paragraph 1, anyone aggrieved by this site plan has the right of appeal in the Superior Court of Hampden County within twenty (20) days from the date of the filing of the decision with the City Clerk.

In accordance with Chapter 40A Section 9, said approval shall expire in 2 years if a substantial use or construction thereof has not sooner commenced except for good cause. In cases of good cause, an extension may be requested from the Planning Board prior to the expiration of said approval.

WAIVERS:

- a. Section 10.1.6.1 (f) for **Development Impact Statement** Waiver of Strict Compliance from the accounting of all streets and intersections adjacent to within 1,320' (1/4 mi) of the project boundaries.

The Planning Board voted 4-0 to approve the waiver request.

- b. Section 10.1.6.3 (a) **Traffic Impact Study**, Waiver of Strict Compliance from providing data relative to all streets and intersections adjacent to or within 2,500 feet of the project boundaries and shall also include all intersections clearly impacted by such development.

The Planning Board voted 4-0 to approve the waiver request.

- c. Section 10.1.6.3 (c) **Traffic Impact Study**, Waiver of Strict Compliance from providing peak hour and daily traffic generated by the development of roads and ways within 2,500 feet of the development.

The Planning Board voted 4-0 to approve the waiver request.

FINDINGS:

In accordance with Section 10.1.7, Site Plan Review Criteria, of the Holyoke Zoning Ordinance, the Planning Board made the following findings:

1. **Compliance** – The development complies and/or will comply with the provisions of the Ordinances of the City of Holyoke, the General Laws of Massachusetts and all applicable rules and regulations of State and Federal agencies.
2. **Landscape & Open Space** – The development, as presented in the plans and with modifications discussed during the Public Hearing is of appropriate scale for an Industrial Park (IP) zone and the Whiting Farms Road commercial/industrial corridor.
3. **Building Design** – The architectural style of the proposed development is in harmony with the prevailing character and scale of the commercial/industrial neighborhood.
4. **Utilities** – The development shows measures to prevent pollution of surface water through stormwater management systems.
5. **Circulation** – The development shows adequate access to and from the site.
6. **Infrastructure** – The development will not place excessive demands on City services. All relevant municipal departments reviewed the proposed development to ensure that it will meet these criteria.
7. **Screening / Outdoor Storage** – Roof-mounted mechanical units will be set back from the edge of roof and sit atop of a three-story building, lessening any impacts to abutting properties. There is no outdoor storage proposed with this project.

DECISION:

The Board, consisting of, Kate Kruckemeyer (Vice Chairperson), Rosanna Lopez (Secretary), Paul Burns (Member) and Scott Geiger (Member) voted **4-0** by roll call vote to approve the Site Plan Application in accordance with Section 10.0, **Major Site Plan Review**, of the Holyoke Zoning Ordinance, based on the testimony, correspondence, comments, and plans received subject to the following conditions:

*Following the 20-day appeal period, a signature from the City Clerk's Office is required on this Notice of Decision.

- 1.) Prior to the issuance of any Permit issued by the Building Department, the Site Plan Review, Notice of Decision, shall be recorded with the Hampden County Registry of Deeds and a recorded copy shall be submitted to the Planning Department (hardcopy and pdf).
- 2.) The items agreed upon during the comment letter / review phase of the approval process are binding to the approved project; the plans approved will match what is submitted to the Building Department as construction / permitting plans.
- 3.) Prior to the issuance of any Permit issued by the Building Department, the applicant/owner must provide to the Planning Department proof that they have paid their public hearing advertisement fee to Turley Publications (digital pdf).
- 4.) Prior to the issuance of any Permit issued by the Building Department, one (1) hardcopy (full size, 36x24) of the final complete plan set (hardcopy & pdf) as approved by the Planning Board, signed and sealed by a registered engineer, and any other design professionals as applicable, shall be submitted to the Planning Department along with a written revision list noting all revisions to the plan since February 17, 2026 (application formally received) and the most current revision date for review (hardcopy and pdf).
- 5.) Prior to the issuance of any Permit issued by the Building Department, the applicant/owner shall provide to the Planning Board an Approval Not Required plan (ANR) combining the two parcels into one contiguous lot (115-00-001 & 115-00-002). Proof of recording at the Registry of Deeds must be submitted to the Planning Department (hardcopy & pdf).
- 6.) Prior to the issuance of any building permit issued by the Building Department, the applicant/owner must add a detail illustrating the temporary construction fence found in the **Improvements Plan** in the revised plan set Details sheets.
- 7.) Prior to the issuance of any Permit issued by the Building Department, the applicant/owner shall provide to the Planning Department a copy of the Stormwater Authority (SWA) approval (hard copy and pdf), should that review and approval change the plan dated 02/26/2026 as revised 03/19/2026, the applicant/owner must bring to the Planning Board as a Site Plan Review Amendment.
- 8.) In the event that there are any proposed changes to the approved Plan, the applicant/owner will be required to come back to the Planning Board for review and approval prior to their implementation and file as a Site Plan Review Amendment (hardcopy and pdf; hardcopy starts the process). Significant changes to the original approved Plan as determined by the Planning Board will require public notice of the proposed amendments to be heard before the Planning Board as a public hearing and be advertised at the cost of the applicant/owner. An amendment NOD will be generated and filed with the City Clerk for any SPR amendments.
- 9.) The applicant/owner shall come back to the Planning Board six months from the date of approval, March 24, 2026 (September 8, 2026), in order to provide a project update. Should the schedule be out of compliance at that time, the Planning Board may request an updated schedule be provided for review. The Board at that time will decide if they wish to schedule additional project update meetings to follow.
- 10.) If at any time the project evolves to become phased and/or the applicant/owner seeks a Certificate of Occupancy (temp or perm) in advance of project completion, the applicant/owner's Engineer of record shall submit to the Planning Department a signed letter certifying the completeness up to that point, a complete list of all the items remaining to be completed, and a surveyed 'as-built', plan signed and sealed by registered land surveyor (hardcopy and pdf). It is at the option of the Planning Board to determine if the applicant/owner needs to submit to the Planning Department a bond for any outstanding items. Upon project completion, the applicant/owner will be required to provide a final certification letter signed by the appropriate design professional certifying that the proposed improvements and all related infrastructure have been built in their entirety according to the approved plan and that all conditions herein specified were met. A final surveyed 'as-built' plan (36x24), signed and sealed by a registered land surveyor, must be submitted at this time (hardcopy and pdf).
- 11.) Should a Temporary Certificate of Occupancy (TCO) be sought, the applicant/owner shall provide to the Planning Department a signed letter from the Engineer of record certifying the project up to that point, provide a list of outstanding

items, provide a schedule addressing the completion of those items (all hardcopy and pdf), and provide an accompanying plan both hardcopy (36x24) and digital pdf illustrating what has been completed and what is outstanding as well as submit a surveyed hardcopy "as-built" plan (36x24), signed and sealed by the designer(s) of record (and digital pdf) that all include site layout, grading, drainage, utilities, easements, landscaping, and details, and an accompanying revision list including all revisions from the date of approval as applicable for Staff review. The applicant/owner shall come before the Planning Board at their next available meeting and discuss the completeness of the project to justify such request and at that time request any agreements or bonding for work that is not complete and provide a timeline as to how anything outstanding will be completed. Upon project completion, the applicant/owner will be required to provide a signed final certification letter and surveyed "as-built" plan (36x24) sealed and signed by a registered surveyor (hardcopy & digital).

12.) Prior to the issuance of the final or permanent Certificate of Occupancy (CO) for the site, the applicant/owner shall submit to the Planning Department a letter from the Engineer of record (hardcopy and pdf) certifying that the proposed improvements and all related infrastructure have been built in their entirety according to the approved plan and that all conditions herein specified were met, a surveyed "as-built" plan(s) for the entire site, signed and sealed by a registered surveyor, consisting of one (1) full size hardcopy (36x24), one (1) disk (or equivalent) containing a digital (dxf/dwg and pdf) copy that all include site layout, grading, drainage, utilities, landscaping, easements, and details, and an accompanying detailed revision list including all revisions from the date of approval (05/13/2025) as applicable; for Staff review.

13.) Prior to the issuance of the final or permanent Certificate of Occupancy (CO) for the site, the Applicant shall provide complete final architectural elevation plans as outlined in Section 10.1.5.6 (including all dimensions), sealed and signed by a licensed Architect (MA), Sheets A6-02 and A6-03 (hardcopy & pdf).

14.) The applicant/owner/tenant shall submit temporary sign plans and supporting materials to the Planning Board for review and approval prior to the installation of any temporary signs (hardcopy and pdf; hardcopy starts the process). If there is any proposed temporary signage that is greater in area than what would be allowed by right (size & quantity), Planning Staff will advise the applicant/owner that they must file for a Special Permit from the Planning Board to exceed the maximum sign size and quantity (as applicable) as found within Section 6.4., **Signs**, of the Holyoke Zoning Ordinance. A Building Permit is required for the installation of any temporary signage. A copy must be submitted to the Building Commissioner for review/approval in order to erect any temporary signs (Sec. 6.4.3.7).

15.) The planting layout as submitted is what will be approved; any substitutions from the plan will be considered an amendment to the Site Plan Approval and must be submitted to Planning Staff for review and filed as an amendment to the Site Plan Review (hardcopy and pdf; hardcopy starts the process). No substitutions shall be made without prior review and approval of the Planning Board. The applicant/owner shall come before the Planning Board at their next available meeting to review and approve; an amendment NOD will be generated and filed with the City Clerk for any SPR amendments.

16.) Prior to the layout and installation of the plantings approved within the Planting Plan (L-100), the applicant/owner shall notify the Planning Department within 48 hours, so that Staff may inspect plant materials and review final placement prior to their installation. Digital accommodation may be arranged between the applicant/owner and City staff in lieu of on-site.

17.) Prior to installation, the applicant/owner shall consult with the Holyoke City Tree Warden regarding any plantings within close proximity to the right of way and confirm whether or not the proposed trees are suitable street trees at this location. The applicant shall forward a response (digital/email) from the Tree Warden approving the planting plan to the Planning Department (pdf).

18.) Prior to installation, the applicant/owner will provide details within the Details for the proposed EV chargers and any associated appurtenant structures to the Planning Department for review. Should the proposed be more significant than what was noted in response to a letter dated 03/13/2026, #7 (e), the staff will notify the applicant/owner and arrange to be brought to a meeting with the Board for discussion. (hardcopy & pdf)

19.) Prior to installation, the applicant/owner will provide details within the Details for the proposed bike shelter. (hardcopy & pdf) (as part of #12)

20.) Prior to the issuance of any permanent Certificate of Occupancy (CO), the applicant/owner shall submit to the Planning Department all shapefiles (digital) related to the surveyed as-built site layout plan (ESRI ~ Geographic Information System (GIS) format). (digitally)

21.) Snow stockpiling shall not be allowed upon any required parking spaces or into the public way; Snow may be allowed for up to 48 hours after a significant storm event if necessary, in the proposed parking areas. (NOAA, heavy)

- snowfall accumulating to 4" or more in depth in 12 hours or less; or
- snowfall accumulating to 6" or more in depth in 24 hours or less

22.) The site contractor / superintendent should contact the Building Commissioner regarding the permitting of any temporary storage facilities / trailers and to determine if any applicable rules and regulations apply (Sec 4.4.10 Temporary Storage Units, Sec. 6.3 Outdoor Storage Area, Sec 7.2.12 Commercial Storage Container).

23.) Sidewalks or walkways must all comply with Massachusetts accessibility codes (521CMR). Further details will be expected with the application for the building permit and included in the final complete plan set.

24.) The applicant/owner shall comply with the noise regulations as found in Section 6.5.4 of the Zoning Ordinance and Chapter 38, Article III of the Zoning Ordinances. If noise levels exceed maximums, the Owner shall mitigate said impact.

25.) Transportation Monitoring and Mitigation: (City Engineer)

a. Transportation Monitoring Program (TMP) Implementation

The applicant shall implement a Transportation Monitoring Program (TMP) as outlined in Chapter 5 of the submitted study (commencing on page 41). This program must include a secondary traffic study to be conducted exactly six (6) months after the project reaches the final or permanent Certificate of Occupancy (CO) for the site.

b. Scope of Secondary Traffic Study

The secondary study shall be submitted to the Holyoke Planning Department for review and must include, at a minimum:

- Updated turning movement counts.
- An analysis of gate access efficiency and queuing.
- Data on transit ridership associated with the proposed building.

c. Threshold for Mitigation

In the event that the findings of the secondary study demonstrate that actual traffic impacts exceed the original projections by more than ten percent (10%), the applicant shall be required to enter into a collaborative mitigation process.

d. Collaborative Mitigation and Coordination

If the 10% threshold is exceeded, the applicant must coordinate with the City of Holyoke and the Massachusetts Department of Transportation (MassDOT) to identify, fund, and implement necessary measures to reduce or offset the identified impacts. Final approval of any mitigation measures shall remain with the Planning Board.

26.) The City reserves the right to enter the site during construction anytime to verify compliance with the approved documents.

This Notice of Decision is filed with the City Clerk and Building Commissioner.

ATTESTED & AFFIRMED



Kate Kruckemeyer, Vice Chairperson
Holyoke Planning Board

Date: 3/31/26

I hereby certify that I recorded on _____, the approval of the Planning Board and now at least 20 days later, I certify that no notice of appeal there from has been received by me.

Brenna Murphy Leary
City Clerk, Holyoke, MA

Date: _____

CC: Mayor Joshua Garcia, City Council, Building Commissioner, City Clerk, City Engineer, Fire Department



MAR 31 2026

Holyoke City Clerk's
Holyoke, MA

NOTICE OF DECISION
SPECIAL PERMIT TO EXCEED FENCE HEIGHT (Sec 4.6.3.2)
ISO NEW ENGLAND, INC (2026-2)
115 WHITING FARMS RD (115-00-002/-001)

APPROVE WITH CONDITIONS

DATE OF NOTICE: March 30, 2026

It is hereby certified that the Planning Board of the City of Holyoke, Massachusetts, at a duly called and properly posted meeting, voted on March 24, 2026, to approve the Special Permit Notice of Decision with conditions.

Petitioner: ISO New England, Inc
1 Sullivan Rd
Holyoke, MA 01040

Designed by: VHB, Inc.
1 Federal Street, Building 103-3B
Springfield, MA 01103

Owners: Bear Properties, LLC
101 State Street, Suite 501
Springfield, MA 01105

Date of Application: February 17, 2026

Property Location: 115 Whiting Farms Rd
(Assessor's Map: n/f 115-00-002/-001)

Deed Reference: Book 14205, Page 254

Project Description: Construction of a 3-story office building having +/-78,587 gross square feet with associated site improvements. Temp/Perm fencing to be installed as illustrated on the associated plans.

Public Hearing(s): March 10, 2026

Date of Decision: March 24, 2026

Decision of Board: Approve with Conditions

In accordance with Chapter 40A, General Laws of Massachusetts, Section 17, Paragraph 1, anyone aggrieved by this site plan has the right of appeal in the Superior Court of Hampden County within twenty (20) days from the date of the filing of the decision with the City Clerk.

In accordance with the Holyoke Zoning Ordinance Section 9.3.4, said approval shall expire in 2 years if a substantial use or construction thereof has not sooner commenced except for good cause. In cases of good cause, an extension may be requested from the Planning Board prior to the expiration of said approval.

FINDINGS:

In accordance with Section 9.3.2 **Special Permits, Criteria**, of the Holyoke Zoning Ordinance, the Planning Board made the following findings:

1. **Social, economic, or community needs-** The proposed fence provides security for the facility.
2. **Traffic flow and safety-** The proposed fence should not negatively impact traffic safety.
3. **Utilities and other public services-** The proposed fence will not place a strain on any public utility or other services.
4. **Neighborhood character and social structures-** The proposed fence should not negatively impact the commercial/industrial neighborhood.
5. **Natural environment-** The proposed fence will not impact the natural environment.
6. **Fiscal impacts-** The proposed fence may have a positive economic impact for the proponent.

The Board found that the proposed fence meets the criteria in Section 4.6.3.2 (E) *Front yard** for a Special Permit to Exceed Fence Height because:

- The fence is necessary for safety, security or shielding of one use from an adjacent, unlike use.
- The fence is positioned in such a manner as to not impair sight distance of vehicular, pedestrian or other traffic.
- The proposed fence is of a material that is of durable construction.
- The proposed fence is of a design and material that harmonizes with the surrounding neighborhood.

DECISION

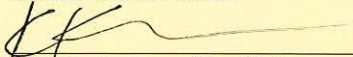
The Board, consisting of, Kate Kruckemeyer (Vice Chairperson), Rosanna Lopez (Secretary), Paul Burns (Member) and Scott Geiger (Member) voted **4-0** by roll call vote to approve the above referenced application for a Special Permit application per Section 4.6.3.2 of the Holyoke Zoning Ordinance, based on the testimony, correspondence, comments, and plans received subject to the following conditions:

Conditions:

1. Following the 20-day appeal period, a signature from the City Clerk’s Office is required on this document prior to its recording at the Registry of Deeds.
2. Prior to the issuance of a Building Permit, the Special Permit Decision must be recorded with the Hampden County Registry of Deeds and a true photocopy must be submitted to the Planning Department (hardcopy & pdf).
3. Prior to the issuance of any Permit issued by the Building Department, the applicant/owner must provide to the Planning Department proof that they have paid their public hearing advertisement fee to Turley Publications.
4. Prior to the issuance of any Permit issued by the Building Department, the applicant/owner will provide to the Planning Department with a final permanent fence detail illustrating the permanent fence (hardcopy & pdf), included in the plan set details.
5. At no time shall any form of anti-personal wire as defined under Section 4.6.4.3 be employed on top of the fence as a security measure.

This Notice of Decision is filed with the City Clerk and Building Commissioner.

ATTESTED & AFFIRMED


 Kate Kruckemeyer, Vice Chairperson
 Holyoke Planning Board

Date: 3/31/26

I hereby certify that I recorded on _____, the approval of the Planning Board and now at least 20 days later, I certify that no notice of appeal there from has been received by me.

 Brenna Murphy Leary
 City Clerk, Holyoke, MA

Date: _____



MAR 31 2026

NOTICE OF DECISION
SPECIAL PERMIT - MULTIPLE PRINCIPAL STRUCTURES
ISO NEW ENGLAND, INC (2026-3)
115 WHITING FARMS RD (115-00-002/-001)

Holyoke City Clerk's
Holyoke, MA

APPROVED WITH CONDITIONS

DATE OF NOTICE: March 30, 2026

It is hereby certified that the Planning Board of the City of Holyoke, Massachusetts, at a duly called and properly posted meeting, voted on March 24, 2026, to approve the Special Permit Notice of Decision with conditions.

Petitioner: ISO New England, Inc
1 Sullivan Rd
Holyoke, MA 01040

Designed by: VHB, Inc
1 Federal Street, Building 103-3B
Springfield, MA 01103

Owners: Bear Properties, LLC
101 State Street, Suite 501
Springfield, MA 01105

Date of Application: February 17, 2026

Property Location: 115 Whiting Farms Rd
(Assessor's Map: 115-00-002/-001)

Deed Reference: Book 14205, Page 254

Project Description: The construction of a new 3-story building having +/-78,587 gross square feet on parcel 115-00-002 which will be on the same property as the existing ISO building (115-00-001) once an Approval Not Required (ANR) is filed.

Public Hearing(s): March 10, 2026

Date of Decision: March 24, 2026

Decision of Board: Approve with Conditions

In accordance with Chapter 40A, General Laws of Massachusetts, Section 17, Paragraph 1, anyone aggrieved by this site plan has the right of appeal in the Superior Court of Hampden County within twenty (20) days from the date of the filing of the decision with the City Clerk.

In accordance with the Holyoke Zoning Ordinance Section 9.3.4, said approval shall expire in 2 years if a substantial use or construction thereof has not sooner commenced except for good cause. In cases of good cause, an extension may be requested from the Planning Board prior to the expiration of said approval.

FINDINGS:

In accordance with Section 9.3.2 **Special Permits, Criteria**, of the Holyoke Zoning Ordinance, the Planning Board made the following findings:

- 1. **Social, economic, or community needs** - The proposed multiple principal structures are in service of the proponent's business operations, including public convening program for customers and community members.
- 2. **Traffic flow and safety** - The proposed multiple principal structures are designed with the intent to safely accommodate any additional traffic flow.
- 3. **Utilities and other public services** - The proposed multiple principal structures will not place a strain on any public utility or other services.
- 4. **Neighborhood character and social structures** - The proposed multiple principal structures are in keeping with the character of the Whiting Farms Road commercial/industrial corridor.
- 5. **Natural environment** - The proposed multiple principal structures are landscaped to add green space which will materially improve the aesthetics of the entire site.
- 6. **Fiscal impacts** - The proposed multiple principal structures may positively impact the city's tax base and will benefit the property owner.

DECISION:


The Board, consisting of, Kate Kruckemeyer (Vice Chairperson), Rosanna Lopez (Secretary), Paul Burns (Member) and Scott Geiger (Member) voted **4-0** by roll call vote to approve the above referenced application per Section 5.4 **Multiple Principal Structures** (1.A) General of the Zoning Ordinance, for the property located at 115 Whiting Farms Road (115-00-002/-001) based on the testimony, correspondence, comments, and plans received subject to the following conditions:

CONDITIONS:

- 1.) Following the 20-day appeal period, a signature from the City Clerk's Office is required on this document prior to its recording at the Registry of Deeds.
- 2.) Prior to the issuance of a Building Permit, the Special Permit Decision must be recorded with the Hampden County Registry of Deeds and a true photocopy must be submitted to the Planning Department (hardcopy & pdf).
- 3.) Prior to the issuance of any Permit issued by the Building Department, the applicant/owner must provide to the Planning Department proof that they have paid their public hearing advertisement fee to Turley Publications.
- 4.) Prior to the issuance of any Permit issued by the Building Department, the applicant/owner will provide to the Planning Department an Approval Not Required (ANR) plan joining parcels 115-00-001 and 115-00-002 into one lot of contiguous ownership. Proof of recording at the Registry of Deeds must be submitted to the Planning Department (hardcopy & pdf).

This Notice of Decision is filed with the City Clerk and Building Commissioner.

ATTESTED & AFFIRMED



 Kate Kruckemeyer, Vice Chairperson
 Holyoke Planning Board

DATE: 3/31/26

I hereby certify that I recorded on _____, the approval of the Planning Board and now at least 20 days later, I certify that no notice of appeal there from has been received by me.

 Brenna Murphy Leary
 City Clerk, Holyoke, MA

Date

CC: Mayor Joshua Garcia, City Council, Building Commissioner, City Clerk, City Engineer, Fire Department



March 20, 2026

Meaghan Magrath-Smith, Chairperson
City Council Ordinance Committee
Holyoke City Hall.
Holyoke, Massachusetts 01040

Zone Change- Parking on Residential Properties (2026-1)

Dear Councilor Magrath-Smith,

Please be advised that at its March 10, 2026, meeting, the Planning Board discussed a proposed zone change to clarify parking on residential properties and create an enforcement structure. After lengthy discussion, the Planning Board concluded that they do not believe that the creation of a zoning ordinance to prohibit such is the proper avenue to address this issue.

Given the wide diversity of residences and residential lot sizes throughout the city, creating fair and reasonable dimensional regulations or other numerical limits for residential parking through Ordinance would necessarily entail a high level of complexity. Considering that the request for this zone change arises from problems with a single property, drafting an ordinance specifically for it creates unanticipated consequences throughout the city. This may be better addressed through existing parking controls and enforcement.

If you have any questions regarding this review, or if we can be of any other assistance, please feel free to contact me.

Very truly yours,

Lauren Niles
Holyoke Planning Board, Chairperson

Cc: Mayor, City Clerk

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MAR 24 2026

Holyoke City Clerk's
Holyoke, MA



City of Holyoke

Planning Department

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MAR 24 2026

Holyoke City Clerk's
Holyoke, MA

March 20, 2026

Meagan Magrath-Smith, Chairperson
City Council Ordinance Committee
Holyoke City Hall
Holyoke, Massachusetts 01040

RE: Riverside Cannabis, LLC – 1 Cabot Street (MME-Cultivation)

ZONE: IG, Industrial General

Dear Councilor Magrath-Smith,

Beginning on February 25, 2026, the Planning Staff had the opportunity to review materials received from Riverside Cannabis, LLC on February 19, 2026, for a special permit for the redevelopment of a +/- 1,896 square foot space in a building located at 1 Cabot Street (048-01-010). **In our opinion, this submission is missing significant material and the Ordinance Committee should request and review those materials before approval of any plans.**

This property is owned by Milton Hilton LLC. Per Section 7.10.4(a) the site is zoned appropriately, Industrial General (IG), and requires a Special Permit granted by the City Council to operate. This facility will be for cultivation only. Riverside Cannabis, LLC will not be open to the general public. They will have 2-6 personnel on average at the site during Phase 1, including an administrative group and contractors, while 10-25 Personnel will be at the site during Phase 2 when operational staffing is expanded.

Per Section 7.10.6.1, a pre-application meeting must be set up and held with the Planning Department. There was no pre-application meeting held. We strongly recommend the City Council take the following statements and questions into account as well as Section 9.3.2 **Special Permit Criteria** of the Holyoke Zoning Ordinance when considering their decision.

After reviewing the submittal materials based on the City of Holyoke Zoning Ordinance, Sec. 7.10, **MARIJUANA FACILITIES**, and other applicable Sections (10.1.6.1 & 10.1.6.2), the Planning Board reviewed at their meeting of March 10, 2026, and offers their following review:

+ + + + +

Section 7.10.6 Application Procedure & Requirements

Section 7.10.6.2 (a-c) Special Permit Application Requirements- This section of the ordinance lists requirements that need to be met by the applicant. The issues found within this section affect the entire review. A digital (pdf) file as well as hard-copy must be submitted, however there are multiple plans missing from both the digital and hard-copy submissions. The applicant has not provided a survey plan, improvements plan, photometric plan, or elevation plan in either digital or hard copy format. We recommend the Ordinance Committee seek these plans as they are required for the application.

Section 7.10.6.3 (a-i) Narrative Contents- A few items from this section are missing from the applicant's submission. (f) A letter signed by current Police Chief Keenan approving the security plan is required (see below #3, #4). (g) A Development Impact Statement and Traffic Impact Statement are required under Section 10.1.6(1) and 10.1.6(2) of the zoning ordinance. No Development Impact Statement was provided. While Attachment E- Traffic/Parking Statement is included, it does not satisfy the requirements of a Traffic Impact Statement.

Section 7.10.6.4 (a-h) Marijuana Establishment Site Plan Application Requirements- Multiple plans are missing from the applicant's submission. The applicant has not provided a (b) survey plan, (c) improvements plan, (d) photometric plan, or (f) elevation plan, in either digital or hard copy format (see below #6). Plan G101- Life Safety Egress Plan has a table showing the square footage of each room. The room numbers do not align with what is on the plan (see below #6). Plan A201- Reflected Ceiling Plan shows lighting used indoors. There is no indication of outdoor lighting placed around the site.

+ + + + +

Remaining Questions and Comments

The Planning Board offers the following comments and questions on specific issues within the applicant's submission that may need to be addressed. Each comment/question includes the section of the Holyoke Zoning Ordinance being referenced.

1. Will there be on-site employee parking? If so, where will this be located? Employee parking must be included in the improvements plan, as well as all existing and proposed buildings, driveways or roads, parking areas, service areas, sally ports, refuse collection areas, sidewalks, paths, landscaping (Sec 7.10.4.(c))
2. Can the applicant provide evidence that a proposed employee parking plan will comply with **Section 6.1.3: Form of Parking Space; Setbacks** (5ft) of the Holyoke Zoning Ordinance? (Sec 10.1.6.2(a))

**6.1.3: Where a required off-street parking space is in the form of a parking lot or other open-air parking space, it shall not be located within five (5') feet of a street line or within five (5') feet of any other lot line. Greater setbacks may be required in specific instances elsewhere in this ordinance.*

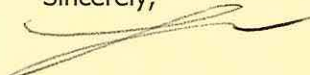
3. Written/signed notice for the security plan must come from the current Chief of Police, Chief Keenan. (Sec 7.10.6.3(f))
4. Will there be a backup generator included in utilities? If so, how will it be powered and where will it be located on the premises? If there is a generator on-site, it is required to be included in the security plan that must be reviewed and approved by the current Holyoke Chief of Police, Chief Keenan. (Sec 7.10.6.3(f))
5. A Development Impact Statement and Traffic Impact Statement are required under Section 10.1.6(1) and 10.1.6(2) of the zoning ordinance. (Sec 7.10.6.3(g))
6. The Life Safety Egress Plan should include room numbers indicating which room corresponds to each number within the Egress Analysis chart. (Sec 7.10.6.4(e))
7. Applicant must include in a revised submission in both digital and hardcopy format, the following (Sec 7.10.6.4):
 - (c) Separate Survey Plan and Improvements Plan
 - (d) Photometric plan
 - (f) Elevation plan
8. Section 6.4 **Signs.**
 - a. Should there be any temporary pre-development signage proposed for the project (i.e. contractors, builders, designers, "coming soon")? (7.10.6.2.d), its location(s) must be illustrated in the plans. Details will need to be provided and referenced and include size, location, and materials and they must conform to all requirements of the City of Holyoke Zoning Ordinance. The City Council may request color samples of the materials. A copy must be submitted to the Building Commissioner for review/approval in order to erect any temporary signage (Section 6.4.3.7). Multiple signs on a wall or signs greater in area (s.f.) than what is allowed on a wall require a Special Permit reviewed/granted by the Planning Board (6.4.6.4).
 - b. Any permanent signage proposed for the site will require a building permit granted by the Building Commissioner. In order to erect wall signs or any other pole-mounted signage or monument signage, details will need to be provided and include size, location, and materials and they must conform to all requirements of the City of Holyoke Zoning Ordinance. The City Council may request color samples of the materials. Multiple signs on a wall or sign(s) area (s.f.) greater than what is allowed on a wall will require a Special Permit reviewed/granted by the Planning Board (6.4.6.4).

9. Sidewalks, walkways, and ramps must all comply with Massachusetts accessibility codes (521 CMR).

10. In the event there are any proposed changes to the approved Plan(s), prior to their implementation, the Applicant will be required to come back to the City Council for review and approval and file as an amendment to the Special Permit.

**Please consider that revised materials submitted beyond the original application received date of April 24, 2025, may result in additional Department review and additional information and/or details may be requested in subsequent letters to the Applicant as the plans are revised. In the event that there are any proposed changes to the approved Plan(s), prior to their implementation, the Applicant will be required to come back to the City Council for review and approval and file as an amendment to the Special Permit.*

Sincerely,



Lauren Niles, Planning Board Chair

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MAR 24 2026

Holyoke City Clerk's
Holyoke, MA



March 20, 2026

Meaghan Magrath-Smith, Chairperson
City Council Ordinance Committee
Holyoke City Hall
Holyoke, Massachusetts 01040

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MAR 24 2026
Holyoke City Clerk's
Holyoke, MA

Comprehensive Plan, Zoning Reform: Retail Center District (RC)

Dear Councilor Magrath-Smith,

Please be advised that at its March 10, 2026, meeting, the Holyoke Planning Board discussed a proposed Retail Center District (RC) recommending that it be moved forward for public hearing to begin discussions to replace the existing Shopping Center (SC) zoning as well as other zoning utilized for similar uses, similar to other Phase 1 zoning recommendations. After consideration of all the information and work throughout the Comprehensive Plan process, the Board voted unanimously to recommend to the Ordinance Committee of the City Council that they consider the attached zoning map, text and narrative change and allow the public hearing process to commence by both the Planning Board and the Ordinance Committee. The Planning Board is putting forward Retail Center zoning again because it addresses a history of business owner and community concerns suggesting that the patchwork of zones within the Ingleside area can be confusing and detrimental to business development.

The RC district is proposed in order to provide for facilities in an appropriate location with an appropriate design, scale and intensity which will create a harmonious and functional relationship with the immediate surroundings and community, as well as support the long-term sustainability of a retail district in the City of Holyoke. It will create a cohesive commercial / retail district that is currently zoned a combination of BL, BG, BH, IG, IP and SC providing maximum development flexibility. These regulations would only apply to retail centers that are developed in specific geographic areas where commercial retail uses exist and should be fostered.

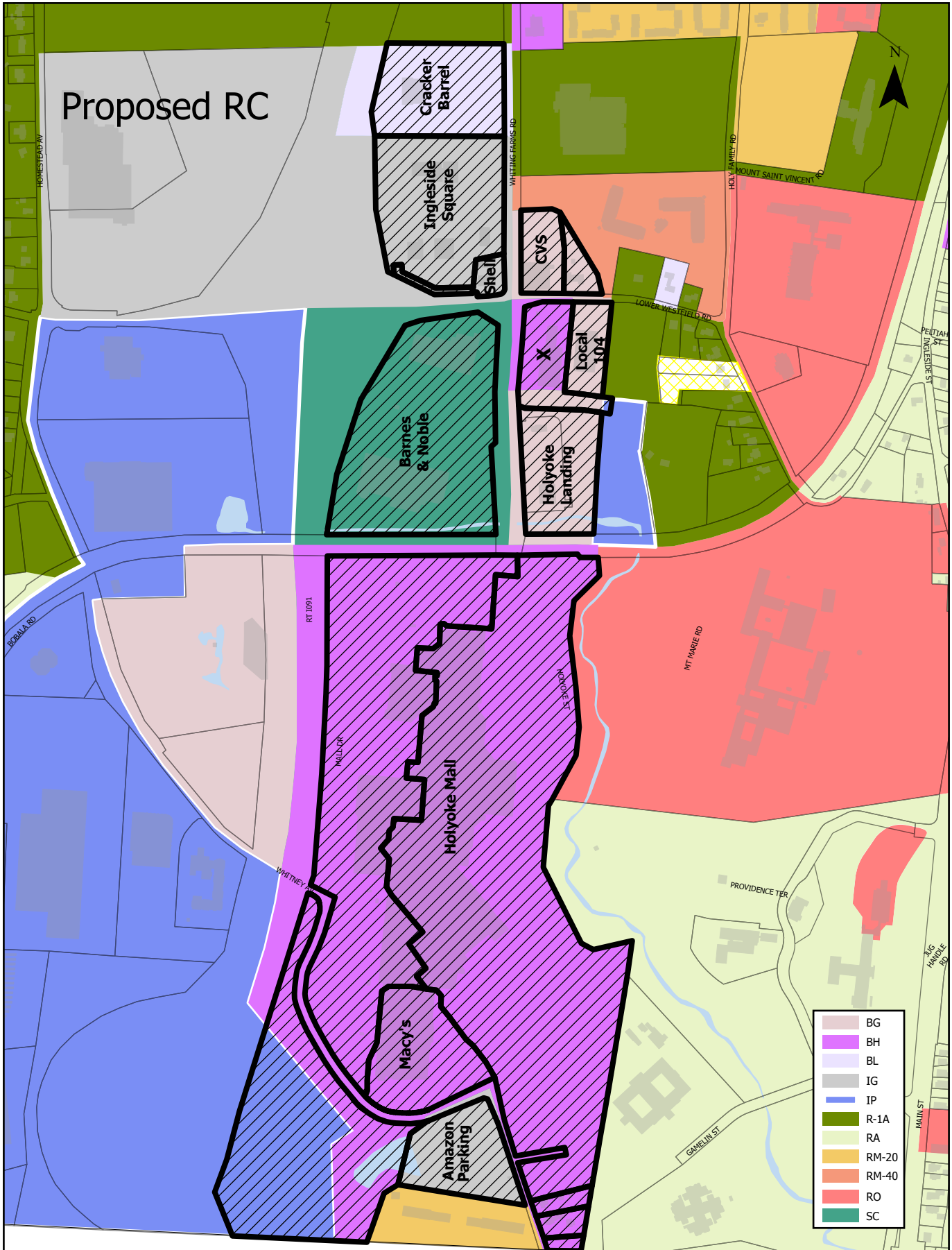
The Planning Board believes that the RC zoning aligns with the goals of the Comprehensive Plan to simplify the zoning map and make the zoning ordinance more inclusive and better suited to future development, while enhancing the rights of current property owners.

If you have any questions regarding this initiative, or if we can be of any other assistance, please feel free to contact me.

Very truly yours,

Lauren Niles
Holyoke Planning Board, Chairperson

Cc: Mayor, City Clerk





Mayor Joshua Garcia
City of Holyoke

Office of Planning & Development
Planning Department

March 31, 2026

Meg Magrath Smith, Chairperson
City Council, Ordinance Committee
536 Dwight Street
Holyoke, MA 01040

RECEIVED

MAR 31 2026

Holyoke City Clerk's
Holyoke, MA

Re: Zone Change; Text Change (File #2026-2) "Data Center" as a use

Dear Councilor Magrath,

Please be advised that at their meeting of March 24, 2026, the Planning Board discussed the above referenced zoning text change request.

After considering testimony received at the public hearings and meeting discussion, the Board voted unanimously to recommend to the Ordinance Committee of the City Council that the zoning text change be approved, that the "Data Center" use not be allowed in the city. As part of their discussion, the Board noted that further study should be done regarding data centers as it would be difficult to consider without having a study of the 'use' be conducted to better define and develop parameters, and then come back and reevaluate related to this specific building type and use. Not allowing the use (ban) would protect the city until such time as this information could be available for review. This research could be done as part of the City's Comprehensive Plan, 'Phase 2' zoning revision package.

Lauren Niles

dotloop verified
03/31/26 11:08 AM EDT
QMSV-5STY-BFQA-2ZYD

Lauren Niles, Planning Board Chairperson

NEW: _____
RENEWAL: _____
\$50 FEE: _____
TAX COLLECTOR/TREASURER LETTER: _____

DATE: March 17 2026



CITY OF HOLYOKE CITY COUNCIL
SECOND HAND LICENSE APPLICATION

RECEIVED

MAR 17 2026

Holyoke City Clerk's
Holyoke, MA

ADDRESS: 311 High ST Holyoke MA 01040
APPLICANT'S NAME: Jai W. Kang
APPLICANT'S ADDRESS: 117 Lynnwood dr Longmeadow MA 01106
APPLICANT'S TELEPHONE: 413-493-6565 EMAIL: _____
SS# 018-70-3742

=====
Said license runs from May 1st to April 30th of each year; regardless of application date

Sec. 66-32. - Record of purchases.

Every person dealing in junk, old metals, rags, papers, bottles or secondhand articles or keeping a shop for the purchase, sale or barter of the same shall keep a book in which he shall record in plain English language, at the time of every purchase by him of any of the aforesaid articles, a description of the article purchased, the name, age and residence of the person from whom, and the day and hour when he so purchased it. No entry made in such book shall be erased, obliterated or defaced and the form of such book shall be prepared by the chief of police. Such book shall at all times be open to the inspection of the mayor and city council or any person by them authorized to make such examination.

Sec. 66-35. - Purchases from minors or apprentices; dealers to purchase only from licensed collectors.

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Sec. 66-61. - Dealers or shopkeepers.

No person shall be a dealer in or keeper of a shop for the purchase, sale or barter of junk, old metals or secondhand articles in the city, unless he is duly licensed therefor by the city council and shall exhibit his license when requested to do so.

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APPLICANT'S SIGNATURE

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

NEW: _____
RENEWAL: _____
\$50 FEE: _____
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DATE: 3/24/2024



**CITY OF HOLYOKE CITY COUNCIL
SECOND HAND LICENSE APPLICATION**

ADDRESS: 250 Westfield, Holyoke, MA 01040
APPLICANT'S NAME: ECO ATM
APPLICANT'S ADDRESS: 4525 Camino Santa Fe, Ste H, San Diego, CA 92121
APPLICANT'S TELEPHONE: 858-766-7244 EMAIL: Hunter.Bjorkman@ecoatm.com
SS# FEIN: 26-3879952

=====
Said license runs from May 1st to April 30th of each year; regardless of application date

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(on behalf of ecoATM, LLC)
APPLICANT'S SIGNATURE

536 DWIGHT STREET, ROOM 2 • HOLYOKE, MASSACHUSETTS 01040-5086
PHONE: (413) 322-5520 • FAX: (413) 322-5521 • E-MAIL: clerks@holyoake.org
Birthplace of Volleyball

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RENEWAL:
\$50 FEE:
TAX COLLECTOR/TREASURER LETTER: _____

DATE: 3/24/2026



**CITY OF HOLYOKE CITY COUNCIL
SECOND HAND LICENSE APPLICATION**

ADDRESS: 50 Holyoke St, Holyoke, MA 01040

APPLICANT'S NAME: ECO ATM

APPLICANT'S ADDRESS: 8525 Camino Santa Fe, Ste H, San Diego, CA 92121

APPLICANT'S TELEPHONE: 858-746-7244 EMAIL: Hunter.Bjorkman@ecoatm.com

SS# FEIN: 26-3879952

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 (on behalf of ecoATM, LLC)
APPLICANT'S SIGNATURE

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DATE: 3/24/2024



**CITY OF HOLYOKE CITY COUNCIL
SECOND HAND LICENSE APPLICATION**

ADDRESS: 226 Northhampton St, Holyoke, MA 01040

APPLICANT'S NAME: ECO ATM

APPLICANT'S ADDRESS: 8525 Camino Santa Fe, Ste H, San Diego, CA 92121

APPLICANT'S TELEPHONE: 858-766-7244 EMAIL: Hunter.Bjorkman@ecoatm.com

SS# FEIN: 26-3879952

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(on behalf of ecoATM, LLC)
APPLICANT'S SIGNATURE

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RENEWAL: _____
\$50 FEE: _____
TAX COLLECTOR LETTER: _____
TREASURER'S LETTER: _____

DATE: _____



HOLYOKE CITY COUNCIL
JUNK DEALER, JUNK COLLECTOR,
SECOND HAND LICENSE APPLICATION

RECEIVED

MAR 25 2026

Holyoke City Clerk's
Holyoke, MA

Please Check One:

- Junk Dealer's License
- Second Hand License
- Junk Collector's License

ADDRESS: 1-3 Jed Days landing
APPLICANT'S NAME: William F. Sullivan & Co Inc
APPLICANT'S ADDRESS: 1-3 Jed Days landing, Holyoke, MA 01040
APPLICANT'S TELEPHONE: 413-539-9444 EMAIL: Shannonmiller@sullivanmetals.com
SS# 04-2394490

=====
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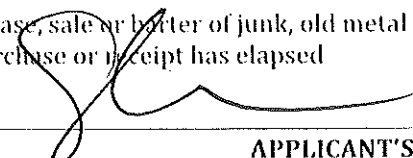
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APPLICANT'S SIGNATURE

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: 3/24/26

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.

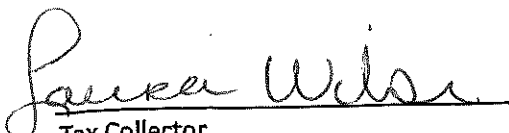
I state that I have reviewed the following and as of the date of this letter, the following is true and accurate.

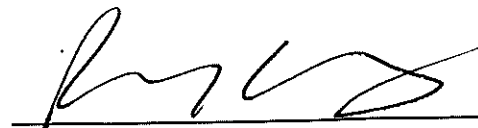
Current	Type
<input checked="" type="checkbox"/>	Real Estate
<input type="checkbox"/>	Personal Property
<input checked="" type="checkbox"/>	Excise
<input type="checkbox"/>	Payment Plan

Comments:

Applicant: William F Sullivan & Co Inc.
 Address: 1-3 Jed Days Landing ('O' Ferry Rd) 084-00-02
 Property Owner: Wood East Realty, LLC

Respectfully,


 Tax Collector
 413.322.5530


 City Treasurer
 413.322.5560

536 Dwight St Rm. 13. • HOLYOKE, MASSACHUSETTS 01040
 PHONE: (413) 322-5530 • FAX: (413) 322-5531

Birthplace of Volleyball



PROPERTY LOCATION

No. AM No Direction/Street/City
 314 FERRY RD. HOLYOKE

OWNERSHIP

Owner 1: WOODDEAST REALTY, LLC
 Owner 2:
 Owner 3:

Street 1: 68 JACKSON ST
 Street 2:

Town/City: HOLYOKE
 S/P: Prov: MA Cntry
 Postal: 01040

PREVIOUS OWNER
 Owner 1: WOODDEAST REALTY, LLC
 Owner 2:
 Street 1: 68 JACKSON ST
 Town/City: HOLYOKE
 S/P: Prov: MA Cntry
 Postal: 01040

IN PROCESS APPRAISAL SUMMARY

Use Code Building Value Yard Items Land Size Land Value Total Value
 314 72,600 32,300 2,854 85,500 190,400

Total Card 72,600 32,300 2,854 85,500 190,400
 Total Parcel 72,600 32,300 2,854 85,500 190,400
 Source: Market Adj Cost Total Value per SQ unit: Card: 41.48 Parcel: 41.48

Legal Description Entered Lot Size
 Total Land: 190,400
 Land Unit Type: Parcel: 41.48

User Acct GIS Ref GIS Ref Insp Date 03/15/94

PREVIOUS ASSESSMENT

Tax Yr Use Cat Bid Value Yrd Items Land Size Land Value Total Value Asses'd Value
 2015 314 FV 72,600 32,300 2,854 85,500 190,400 190,400 Year End Ref 3/5/2015

2014 314 FV 72,600 32,300 2,854 85,500 190,400 190,400 Year End 2/20/2014

2013 314 FV 75,300 31,700 1,93 57,200 164,200 164,200 9/25/2012

2012 314 FV 76,800 32,300 1,93 58,400 167,500 167,500 2/10/2012

2011 314 FV 76,800 32,300 1,93 58,400 167,500 167,500 Year End Ref 1/18/2011

2010 314 FV 76,800 32,300 1,93 58,400 167,500 167,500 Year End 2/23/2010

2009 314 FV 79,500 30,500 1,93 57,300 167,300 167,300 PRIOR TO 2010 CALC C-3/22/2009
 2009 314 FV 79,500 30,500 1,93 57,300 167,300 167,300 2009 COMMITMENT 1/13/2009

SALES INFORMATION

Grantor Legal Ref Type Date Sale Code Sale Price V 1st Year Assoc PCL Value Notes
 WOODDEAST REALTY 18914-448 QC 9/15/2011 MULTIPLE PCL \$55,000 No No
 NIKITOPoulos JO 17589-465 QC 12/26/2008 PORT DUVASSE 100 No No
 NIKITOPoulos JO 7351-404 12/22/1989

TAX DISTRICT

PAT ACCT. 9246

BUILDING PERMITS

Date Number Descrp Amount C/O Last Year Fed Code F. Descrp Comment

ACTIVITY INFORMATION

Date Result By Name
 8/20/2013 INFO FROM PL 242 ANTHONY DULU
 3/15/1994 MEASURED 107

PROPERTY FACTORS

Item Code Descrp % Item Code Descrp
 Z IG IG 100 U t PUBLIC

0
 n
 Consus: 8121.02
 Flood Haz: NONE

D
 s
 t

Land Section (First 7 lines only)
 Use Description LUC No of Units Depth/ Unit Type Land Type
 Code Fact 124336 Procedures SQUARE FEBSITE
 314 TRK TRM

LAND SECTION (First 7 lines only)

LT # Base Unit Price Adj Neigh Neigh Int 1 % Int 2 % Int 3 % Appraised \$ Alt % Spec J Fact Use Value Notes
 Value Neigh Info Mxd Int 1 % Int 2 % Int 3 % Value Class Land Code Use Value Notes
 0 0.86 0.800 14 85,543

PROPERTY FACTORS

Item Code Descrp % Item Code Descrp
 Z IG IG 100 U t PUBLIC

0
 n
 Consus: 8121.02
 Flood Haz: NONE

D
 s
 t

Land Section (First 7 lines only)
 Use Description LUC No of Units Depth/ Unit Type Land Type
 Code Fact 124336 Procedures SQUARE FEBSITE
 314 TRK TRM

Total ACMA: 286436 Total SF/SM: 124335.93 Parcel LUC: 314 TRK TRM Prime NB Desc: IND FR

Total: 85,543 Spt Credit: Total: 85,500

odabashm 2016

Disclaimer: This information is believed to be correct but is subject to change and is not warranted. Database: AssessPro

NEW:
RENEWAL:
\$50 FEE:
TAX COLLECTOR LETTER:
TREASURER'S LETTER:

DATE:



HOLYOKE CITY COUNCIL
JUNK DEALER, JUNK COLLECTOR,
SECOND HAND LICENSE APPLICATION

RECEIVED

MAR 25 2026

Holyoke City Clerk's
Holyoke, MA

Please Check One:

- Junk Dealer's License
- Second Hand License
- Junk Collector's License

ADDRESS: 107 Appleton St

APPLICANT'S NAME: William F. Sullivan & Co Inc

APPLICANT'S ADDRESS: 107 Appleton St, Holyoke, MA 01040

APPLICANT'S TELEPHONE: 413-539-9664 EMAIL: Shannon.miller@sullivanmetals.com

SS# 04-2394490

=====
Said license runs from May 1st to April 30th of each year; regardless of application date

Sec. 66-32. - Record of purchases.

Every person dealing in junk, old metals, rags, papers, bottles or secondhand articles or keeping a shop for the purchase, sale or barter of the same shall keep a book in which he shall record in plain English language, at the time of every purchase by him of any of the aforesaid articles, a description of the article purchased, the name, age and residence of the person from whom, and the day and hour when he so purchased it. No entry made in such book shall be erased, obliterated or defaced and the form of such book shall be prepared by the chief of police. Such book shall at all times be open to the inspection of the mayor and city council or any person by them authorized to make such examination.

Sec. 66-35. - Purchases from minors or apprentices; dealers to purchase only from licensed collectors.

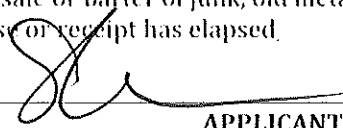
No dealer in or keeper of a shop for the purchase or barter of junk, old metal or secondhand articles, and no collector of the aforesaid articles, shall, directly or indirectly, purchase or receive by way of barter or exchange any of the articles aforesaid from a minor or apprentice, knowing or having reason to believe him to be such. No such dealer or keeper of a shop shall, directly or indirectly, purchase or receive as aforesaid any of such articles from a person not a duly licensed collector of junk, except, however, that he may make such purchase directly from mills or manufacturers.

Sec. 66-61. - Dealers or shopkeepers.

No person shall be a dealer in or keeper of a shop for the purchase, sale or barter of junk, old metals or secondhand articles in the city, unless he is duly licensed therefor by the city council and shall exhibit his license when requested to do so.

Sec. 66-36. - Articles purchased not to be sold for 30 days.

No article purchased or received by a dealer or keeper of a shop for the purchase, sale or barter of junk, old metal or secondhand articles shall be sold until at least 30 days from the date of its purchase or receipt has elapsed.



APPLICANT'S SIGNATURE

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: 3/24/26

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.

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

Current	Type
<input checked="" type="checkbox"/>	Real Estate
<input type="checkbox"/>	Personal Property
<input checked="" type="checkbox"/>	Excise
<input type="checkbox"/>	Payment Plan

Comments:

Applicant:

William F. Sullivan & Co, Inc.

Address:

107 Appleton St

Property Owner:

Eastwood Realty Inc.

Respectfully,

Tax Collector
413.322.5530

City Treasurer
413.322.5560

THE COMMONWEALTH OF MASSACHUSETTS
CITY OF HOLYOKE
CITY CLERKS OFFICE
536 DWIGHT ST. HOLYOKE, MA 01040
TEL: (413) 322-5520 – FAX: (413) 322-5521

RECEIVED

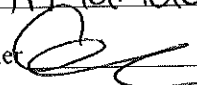
MAR 30 2026

Holyoke City Clerk's
Holyoke, MA

APPLICATION FOR RENEWAL OF A HOME OCCUPATION:

Date 3/30/26 Fee \$100.00

In accordance with the provisions of City Ordinances, Appendix A, Section 4, Paragraph 8.2, I hereby apply for a Special Permit for a Home Occupation for the below named premises located at the following address:

Name of petitioner Amanda Garcia
Address 25 Breton Ln Holyoke MA 01040
Telephone 413 330 9614 Type of Business Accounting
Owner of Record of Building Amanda + Marcos Garcia
Address of Owner of Property 25 Breton Ln Telephone 413 330 9614
Business name Amanda Garcia LLC
Signature of Petitioner  Date 3/30/26

COMMENTS:

- INSTRUCTIONS:**
- 1) Make Check payable to: City of Holyoke
 - 2) Return check and application to: City Clerk, 536 Dwight St. Holyoke, MA 01040
 - 3) Obtain letter from Tax Collector and City Treasurer

OFFICIAL USE ONLY:
Date of renewal notice _____ Date fee paid _____ Fee paid _____
Date of Expiration _____



Laura E. Wilson
Tax Collector

Rory Casey
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 3/30/26

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
<u>✓</u>	Real Estate
<u>N/A</u>	Personal Property
<u>✓</u>	Excise
<u>N/A</u>	Payment Plan

Comments:

Applicant: Amanda Garcia
 Address: 25 Breton Ln Holyoke MA 01040
 Property Owner: Amand + Marcos Garcia

Respectfully,

Yankee D. Ruess
 Tax Collector
 413.322.5530

Rory Casey
 City Treasurer
 413.322.5560

IN THE YEAR TWO THOUSAND AND TWENTY-SIX

AMENDMENT TO CHAPTER 102 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 102-34 of Article II entitled “Sealer of Weights and Measures” of Chapter 102 entitled “Weights and Measures” of the Revised Code of Ordinances of the City of Holyoke, Massachusetts, 1997, as amended, is hereby further amended by deleting the same and replacing in its entirety with the following:

“Sec. 102-34. - Collection of fees; fee schedule.

The sealer of weights and measures shall collect the fees and charges which by law they are allowed to receive, and shall pay over to the city treasurer each month all sums so received by them. The fees to be collected are:

Balance and Scales	
Over 10,000 lbs	300.00
5,001 to 10,000 lbs	200.00
1,001 to 5,000 lbs	120.00
101 to 1,000 lbs	75.00
0 to 100 lbs	50.00
Weights	
Avoirdupois	5.00
Metric	5.00
Apothecary	5.00
Troy	5.00

Capacity Measures	
Vehicle tanks, each indicator	25.00
Each 100 gallons or fraction thereof	25.00
Liquids	
1 gallon or less	10.00
More than 1 gallon	10.00
Liquid Measuring Meters	
Inlet ½" or less (oil, grease)	25.00
Inlet more than ½" up to 1" (gasoline)	50.00
Inlet more than 1", vehicle tank pump or gravity (oil truck)	80.00
Pumps	
Each stop on pump	10.00
Retail Scanner Price Verification	
1-3 Registers	125.00
4-11 Registers	250.00
12+ Registers	500.00
Other Inspections	
Taxi meters	50.00
Odometer - Hubodometer	40.00
Leather measuring	25.00

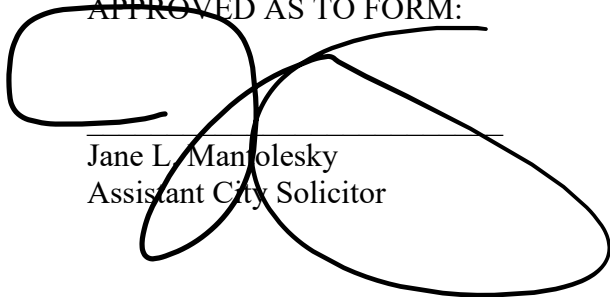
Fabric measuring	25.00
Wire, rope, cordage	35.00
Yard sticks	10.00
Tapes	10.00
Dry measures	5.00

”

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

SECTION 3. This ordinance shall take effect on the date of passage.

APPROVED AS TO FORM:



Jane L. Manolesky
Assistant City Solicitor

CITY OF HOLYOKE

RESOLUTION IN SUPPORT OF S. 2721/H. 965:

AN ACT RESTRICTING THE USE OF RODENTICIDES IN THE ENVIRONMENT

WHEREAS, second-generation anticoagulant rodenticides (SGARs) are widely used to control rodent populations but persist in the environment and cause secondary poisoning in wildlife, including birds of prey, foxes, and other animals that naturally help control rodent populations; and

WHEREAS, wildlife rehabilitators and scientific studies in Massachusetts have documented widespread exposure to anticoagulant rodenticides among raptors and other predators that play an important role in maintaining ecological balance; and

WHEREAS, the City of Holyoke is home to a rich natural environment including the Connecticut River corridor, Mount Tom, and other habitats, that support hawks, owls, eagles, and other wildlife that provide natural rodent control; and

WHEREAS, rodenticides that accumulate in the food chain can harm these beneficial species and undermine the natural systems that help regulate rodent populations in both the urban and rural areas in our city; and

WHEREAS, House Bill 965, *An Act Restricting the Use of Rodenticides in the Environment*, would reduce the environmental impacts of anticoagulant rodenticides while still allowing their use during documented public health emergencies; and

WHEREAS, the bill promotes integrated pest management practices that prioritize safer, more sustainable approaches to rodent control while protecting public health and wildlife;

NOW, THEREFORE, BE IT RESOLVED, that the Holyoke City Council hereby expresses its hearty support for Senate Bill 2721 and House Bill 965 and urges the Massachusetts General Court to pass this legislation; and

BE IT FURTHER RESOLVED, that copies of this resolution be transmitted to the Governor of Massachusetts, the Speaker of the House, the President of the Senate, the Joint Committee on Environment and Natural Resources, and the members of the Holyoke legislative delegation.

City of Holyoke


Request for Appropriation Transfer *Within a Classification*


Dept. Name: Police Date March 11, 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		Expenditures <u>X</u>		
Account No.		\$ Amount		
Organization	Object	Account Name	From	To
12102	55830 <i>SPD</i> ✓	Clothing Allow ✓	3000.00	
12102	54220 <i>SPD</i> ✓	Supplies Other ✓	150.00	
12101	51830	Pay Cloth. Adv ✓		3500.00
				\$3,150.00 <i>SPD</i>

To balance line items


Head of Department
Brian Keenan, Chief of Police


Mayor
Funds available for Transfer
03/19/26

City of Holyoke

Request for Appropriation Transfer Between Classifications

Dept. Name: Public Works

Date: 03/11/2026

Use as a basis for preparing a financial order to be placed in front of City Council. I hereby respectfully request that the following amounts be transferred *between two or more* of the following indicated (X) appropriation classifications and as further detailed below:

Personal Services _____ Expenses **X** Capital Outlay _____

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
14261	51902 <i>SPW</i>	Auto Temp Co-Op	\$4,750.00	_____
44261 14262	54800	Motor ehicle uel	(_____)	\$4,750.00
14261	51105 <i>SPW</i>	EVT Mechanic Pay	\$5,000.00	_____
14262	52410	R & M Vehicles	(_____)	\$3,000.00
14262	55835	Tool Reimbursement	(_____)	\$1,500.00
14262	54830	Supplies Motor Veh	(_____)	\$500.00
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____

Reason for request:

This transfer is to stabilize the Auto Division account and to give each account a small cushion based on previous spending

Head of Department

[Signature]
Mayor

Form TR-1 (6/92)

funds available for transfer SPW 4/1/26

City of Holyoke

Request for Appropriation Transfer Within a Classification

Dept. Name: 16931

Date: 3/30/2026

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)

Expenses X

Capital Outlay

Account No.			\$ Amount	
Organization	Object		Account Name	From
<u>16931</u>	<u>51102</u>	Pay - Building Custodian	(\$10,500.00)	
16931 <u>16932</u>	<u>52500</u>	Rd M - Building & Grounds	(_____)	(\$ 10, 500.00)
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____
-----	-----		(_____)	_____

Reason for request:

Requesting to transfers funds from **Personal Services line item 51102 Building Custodian to Expense Line Item 52500 Repair and Maintenance- Bldg & Grounds** to cover the cost of cleaning services provided by Janitize America for Services rendered for Invoice #17239; Invoice #173438; Invoice #172539. To cover cost of cleaning services from December 1, 2025 to February 14th, 2026.

Laddy C Rera
Head of Department

[Signature]
Mayor

Funds available for transfer SPW 4/1/26

Jantize America
 5555 Concord Parkway South S-336
 Concord, NC 28027
 (704) 503-7141
 accounting@jantize.com
 http://www.jantize.com

Invoice

Date	Invoice No.
2025-12-01	172539
Terms	Due Date
Due on receipt	2025-12-03

Bill To
City of Holyoke 536 Dwight Street Holyoke, Massachusetts 01040

Amount Due	Enclosed
4200.0	

Activity	Quantity	Rate	Amount
War Memorial Building Janitorial Services Month Of December	1.0	4200.0	4200.0

THANK YOU FOR YOUR BUSINESS

JANTIZE AMERICA NOW ACCEPTS CREDIT CARDS. PLEASE PAY YOUR INVOICE
 TODAY AT: WWW.JANTIZE.COM

Total 4200.0
Payment 0.00
Balance 4200.00

Jantize America
 5555 Concord Parkway South S-336
 Concord, NC 28027
 (704) 503-7141
 accounting@jantize.com
 http://www.jantize.com

Invoice

Date	Invoice No.
2026-01-01	173438
Terms	Due Date
Due on receipt	2026-01-21

Bill To
City of Holyoke 536 Dwight Street Holyoke, Massachusetts 01040

Amount Due	Enclosed
4200.0	

Activity	Quantity	Rate	Amount
War Memorial Building 5 day Services	1.0	4200.0	4200.0

THANK YOU FOR YOUR BUSINESS

JANTIZE AMERICA NOW ACCEPTS CREDIT CARDS. PLEASE PAY YOUR INVOICE
 TODAY AT: WWW.JANTIZE.COM

Total 4200.0
Payment 0.00
Balance 4200.00

INVOICE

Jantize America
5555 Concord Pkwy S., Ste. 336
Concord, NC 28027

accounting@jantize.com
+1 (704) 503-7141



300 SPRINGFIELD:307 MARK CASSINA:City of Holyoke

Bill to
Matt Peterson
City of Holyoke
536 Dwight Street
Holyoke, Massachusetts 01040

Ship to
Matt Peterson
City of Holyoke
536 Dwight Street
Holyoke, Massachusetts 01040

Invoice details

Invoice no.: 174229
Terms: Due on receipt
Invoice date: 02/02/2026

#	Product or service	Description	Qty	Rate	Amount
1.	EXTRA BILLING	Day Porter Services @ War Memorial Building 5 days a week	1	\$2,100.00	\$2,100.00
2.		ADJUSTED AMOUNT			

Total **\$2,100.00**

Ways to pay



[View and pay](#)



Mayor Joshua A. Garcia

Victoria A. Houle
Assistant City Engineer

City of Holyoke

Department of Public Works

March 29, 2026

Holyoke City Council
Holyoke City Hall
536 Dwight St, Room 10
Holyoke, MA 01040

Subject: EPA Notice of Grant Award (Grant #00A01924)
City of Holyoke Wastewater Infrastructure Improvements

Dear Councilors:

The City of Holyoke recently received the attached Notice of Grant award from the United States Environmental Protection Agency formally approving \$2 million awarded to the City under FY23 Congressionally Directed Spending (CDS) Appropriations.

The current work plan for use of this funding award has been approved as follows:

1. River Terrace CSO Area 21A Sewer Separation - Construction Support - \$650,000

This project started construction in April 2025 and has a current estimated construction completion date of May 2027. Primary funding for the project is through a \$10.5 million loan through the Massachusetts Clean Water Trust State Revolving Fund. Since construction activities began, a number of differing site conditions have been encountered identifying utility conflicts between mapped water main and service lateral and actual locations in the field. As such, these discrepancies have resulted in the need for both redesign of proposed sewer improvements, design of water main relocations, and will require additional construction monies to construct needed water line relocations. Additionally, there have been a number of incidents where water service locations have been hit by the Contractor because actual service locations differed than what was marked out in the field based on mapping, which have resulted in Contractor claims for additional costs to remedy and repair broken services. Current proposed change orders identified exceed the City's current available contingency budget of \$398,819 and therefore additional monies are required to complete the proposed project in its entirety to meet the intent of the project and as such the City is proposing to use \$650,000 of the allocated CDS monies to supplement available project funding. This CDS funding helps ensure that Holyoke's sewer ratepayers are not paying for these significant improvements in Holyoke's drinking water distribution system through debt payments associated with payback of the SRF loan for the CSO project.

2. River Terrace CSO Area 21B Sewer Separation – Final Design - \$600,000

The next priority CSO project for the City is the River Terrace CSO Area 21B Sewer Separation Project which will separate the combined sewer systems in CSO Area 21B ultimately eliminating the final CSO Outfall for Area 21. This City currently has 60% Design Plans and is required to complete the full design of this project per the EPA Consent Decree by June 30, 2026. Given the lack of funding available to complete design work and MEPA permitting required for this project, the City has submitted a request to MassDEP and EPA for an

extension to this deadline to December 31, 2026. Staff has been recently notified that EPA is working on processing this request and should hear back shortly regarding formal approval. As such, the City is proposing to use \$600,000 to complete additional utility investigations, final permitting (including MEPA permitting for the City-wide Long-Term Control Plan), and prepare Final Design Documents for bidding purposes. The City is in the process of finalizing the Request for Qualifications for procurement of professional engineering services for Final Design activities.

The City has completed procurement steps necessary to proceed on the required MEPA permitting component of the work and has been awaiting funding award notice and Council acceptance to award this work. Procurement for professional services associated with the development of Final Design documents, including additional field work to verify utilities issues observed within the Phase A project, is currently in process with qualifications packages due on March 31, 2026.

3. Wastewater Facility Master Plan

Holyoke's Wastewater Facility Master Plan is a comprehensive strategy to modernize and sustain the City's wastewater treatment plant while meeting new regulatory requirements. This planning effort advances the goals established for Holyoke's new agreement for the City's wastewater operations and supports implementation of priorities that will be identified through this planning process

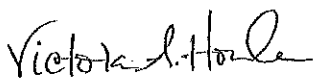
Holyoke's Wastewater Facility Master Planning prioritizes replacing aging infrastructure, improving process efficiency, and minimizing life-cycle costs through energy optimization and the adoption of new technologies. It also identifies opportunities for clean energy projects such as anaerobic digestion and combined heat and power, positioning the plant to generate renewable energy and reduce greenhouse gas emissions. By guiding capital investments, the plan ensures reliable service, maximizes access to grants and low-interest loans, and creates transparency in long-term funding. With 8 MGD of excess capacity, the plan supports economic development by attracting industries that need reliable, affordable treatment and green power, while continuing Holyoke's progress in CSO removal and protecting water quality in the Connecticut River.

As such, the City is proposing to use \$750,000 to complete this Master Plan. The City is in the process of finalizing the Request for Qualifications for procurement of professional engineering services in support of this Master Plan Development.

While EPA has indicated no City signature is necessary to accept the grant award, staff seek Council acceptance of these grant funds to proceed with the work. It should be noted that funding through EPA's CDS program typically requires a 25% local match, a request for cost share waiver was submitted and approved in July 2025 (a copy of which has also been included with this correspondence).

Please let me know if you have any questions.

Regards,



Victoria Houle, Assistant City Engineer

c: Jeffery Anderson-Burgos, Administrative Assistant to the City Council
Mayor Joshua Garcia



REGION 1
BOSTON, MA 02109

July 9, 2025

DECISION MEMORANDUM

SUBJECT: Town of Holyoke, Massachusetts, Request for Waiver of Cost Sharing Requirement for a Congressionally Directed Spending (CDS)/Community Project Funding (CPF) (Community Grants) Water Infrastructure Project Pursuant to the FY23 Consolidated Appropriations Act (P.L. 117-328) (FY 2023 Appropriations Act)

FROM: Ken Moraff, Water Division Director, U.S. EPA Region 1

TO: File

Decision: The U.S. Environmental Protection Agency is hereby granting a waiver to the cost sharing requirement to provide non-federal funds in the amount of \$500,000 for the FY 2023 appropriation of \$2,000,000 for Town of Holyoke¹ for the Wastewater Infrastructure Improvements project. This waiver applies only to the project identified in the FY 2023 Appropriations Act. Should subsequent appropriations acts specify additional funding for this or other projects, Town of Holyoke must apply for a separate waiver.

Background: The EPA supports waiving required non-federal cost share for projects that primarily serve, disadvantaged communities. The EPA is using the discretion provided by the FY 2023 Appropriations Act² to consider waiving or reducing statutorily required non-federal cost share on Community Grant funds when requested and appropriate. As provided in the March 1, 2024, Community Grants Program Cost Share Waiver Implementation Guidance,³ the EPA will consider 5 Cost Share Waiver criteria in defining disadvantaged communities for the purposes of Community Grants.

¹ The FY 2023 Appropriations Act identifies \$2,000,000 for "River Terrace CSO Phase A Project." A technical correction to modify the purpose and recipient of the project was approved on July 7, 2025; the revised project language is "Wastewater Infrastructure Improvements."

² The Consolidated Appropriations Act, 2023, contains the following provision: "Provided, That \$863,108,642 of the funds made available for capitalization grants for the Clean Water State Revolving Funds and \$609,255,899 of the funds made available for capitalization grants for the Drinking Water State Revolving Funds shall be for the construction of drinking water, wastewater, and storm water infrastructure and for water quality protection in accordance with the terms and conditions specified for such grants in the explanatory statement...for projects specified for "STAG—Drinking Water SRF" and "STAG—Clean Water SRF" in the table titled "Interior and Environment Incorporation of Community Project Funding Items/Congressionally Directed Spending Items" included for this division in the explanatory statement...and, for purposes of these grants, each grantee shall contribute not less than 20 percent of the cost of the project unless the grantee is approved for a waiver by the Agency[.]

³ Community Grants Final Implementation Guidance

Projects in communities that meet at least one of these criteria may request a waiver of the non-federal cost share requirement under the Community Grants Program.

Assessment of Waiver Request: The EPA verified the waiver request including accompanying supporting documentation. The basis included confirmation of source data and quantitative analysis for the waiver criteria identified below. Based on this assessment, Town of Holyoke's request for a waiver from the cost share requirement demonstrates that it meets the following criteria, which, for the purposes of the Community Grants Program, defines Town of Holyoke as a disadvantaged community:

- A. **Community Median Household Income (MHI) is less than 80% of State MHI;** the MHI for Town of Holyoke is 52.0% of the State of Massachusetts's MHI.
- B. **Communities with an Upper Limit of Lowest Quintile Income Less Than or Equal to the Current National Upper Limit of Lowest Quintile Income;** the current National Upper Limit of Lowest Quintile Income is \$30,785; the Lowest Quintile Income for Town of Holyoke is \$17,599.
- C. **Communities with \geq 30.9% Population Living Under 200% of Poverty Level;** 45.1% of Town of Holyoke's population lives under 200% of poverty level.
- D. **Communities with Poverty Rates Greater Than or Equal to 20%;** Town of Holyoke is within a census tract that has a poverty rate that is greater than or equal to 20% of the poverty level.
- E. **Communities with \geq 11.7% population receiving food stamps/SNAP benefits;** 37.4% of Town of Holyoke's population receives food stamps/SNAP benefits.

Finding: Since Town of Holyoke established a proper basis to demonstrate that it has met one or more of the Cost Share Waiver Criteria, as identified in the Guidance, and because the EPA substantiated Town of Holyoke's claim through verification of supporting documentation, Town of Holyoke is hereby granted a waiver from the Community Grants Program Cost Share requirement for the FY 2023 \$2,000,000 appropriation for the Wastewater Infrastructure Improvements project.

If you have any questions concerning the contents of this memorandum, please contact Sarah Connors at Connors.sarah@epa.gov.

 U.S. ENVIRONMENTAL PROTECTION AGENCY Grant Agreement	GRANT NUMBER (FAIN): 00A01924 MODIFICATION NUMBER: 0 PROGRAM CODE: CG		DATE OF AWARD 03/19/2026
	TYPE OF ACTION: New		MAILING DATE 03/24/2026
	PAYMENT METHOD: ASAP - EPA Prior Approval		ACH# 10047
	RECIPIENT TYPE: Municipal		
RECIPIENT: CITY OF HOLYOKE 536 DWIGHT STREET ROOM 17 HOLYOKE, MA 01040-5019 EIN: 04-6001393		PAYEE: CITY OF HOLYOKE 536 DWIGHT STREET ROOM 17 HOLYOKE, MA 01040-5019	
PROJECT MANAGER Victoria Houle 20 Korean Veterans Plaza Holyoke, MA 01040-5028 Email: houlev@holyoke.org Phone: 413-250-8739		EPA PROJECT OFFICER Sarah Connors 5 Post Office Square Boston, MA 02109-3912 Email: Connors.Sarah@epa.gov Phone: 617-918-1689	
EPA GRANT SPECIALIST Monique Lloyd Grants Management Office 5 Post Office Square Boston, MA 02109-3912 Email: Lloyd.Monique@epa.gov Phone: 617-918-1976			
PROJECT TITLE AND DESCRIPTION City of Holyoke - Wastewater Infrastructure Improvements See Attachment 1 for project description.			
BUDGET PERIOD 04/01/2025 - 12/31/2027	PROJECT PERIOD 04/01/2025 - 12/31/2027	TOTAL BUDGET PERIOD COST \$ 2,000,000.00	TOTAL PROJECT PERIOD COST \$ 2,000,000.00
NOTICE OF AWARD			
<p>Based on your Application dated 12/02/2025 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 2,000,000.00. EPA agrees to cost-share <u>100.00%</u> of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 2,000,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.</p>			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS U.S. EPA, Region 1, EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		ORGANIZATION / ADDRESS U.S. EPA, Region 1, Mission Support Division R1 - Region 1 5 Post Office Square Boston, MA 02109-3912	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Arthur Johnson - Director of MSD			DATE 03/19/2026

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 0	\$ 2,000,000	\$ 2,000,000
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 0	\$ 0	\$ 0
State Contribution	\$ 0	\$ 0	\$ 0
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 0	\$ 2,000,000	\$ 2,000,000

Assistance Program	Statutory Authority	Regulatory Authority
66.202 - Congressionally Mandated Projects	2023 Consolidated Appropriations Act (PL 117-328)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	26010NG002	25	E5C	0123CQO	000B80	4192	-	-	\$ 2,000,000
									\$ 2,000,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$ 0
2. Fringe Benefits	\$ 0
3. Travel	\$ 0
4. Equipment	\$ 0
5. Supplies	\$ 0
6. Contractual	\$ 1,350,000
7. Construction	\$ 650,000
8. Other	\$ 0
9. Total Direct Charges	\$ 2,000,000
10. Indirect Costs: 0.00 % Base	\$ 0
11. Total (Share: Recipient <u>0.00</u> % Federal <u>100.00</u> %)	\$ 2,000,000
12. Total Approved Assistance Amount	\$ 2,000,000
13. Program Income	\$ 0
14. Total EPA Amount Awarded This Action	\$ 2,000,000
15. Total EPA Amount Awarded To Date	\$ 2,000,000

Attachment 1 - Project Description

This agreement provides funding to the City of Holyoke to implement its project to eliminate combined sewer system overflows in the collection system and repairing and maintaining the overall wastewater infrastructure system as directed in the 2023 Consolidated Appropriations Act or as identified in an approved Technical Correction if one has been approved for this project.

The activities to be performed include the execution and implementation of a wastewater infrastructure construction project. Workplan activities consist of the River Terrace combined sewer overflow (CSO) Area 21A sewer separation construction project, the River Terrace CSO Area 21B sewer separation final design project and the wastewater facility master plan.

The anticipated deliverables include approximately 4,200 linear feet of mainline sanitary sewer, 200 linear feet of sewer laterals, 8,000 linear feet of storm drain, 8,000 linear feet of cured-in-place pipelining and related spot repairs, manholes, catch basins, pipeline abandonment, and restoration of pavements for the River Terrace CSO Area 21A sewer separation construction project; utility investigations, final permitting, and prepare Final Design Documents for bidding purposes for the River Terrace CSO Area 21B Sewer Separation Final Design project; and a Facility Master Plan for the Wastewater Facility Master Plan project.

The expected outcomes include the elimination of combined sewer systems within CSO Area 21A, decrease CSO overflows to the Connecticut River thereby protecting and improving water quality of the Connecticut River, and completion of the Wastewater Facility Master Plan will identify and prioritize replacing aging infrastructure and improve process efficiency.

The intended beneficiaries include the citizens of the City of Holyoke.

No subawards are included in this assistance agreement.

Administrative Conditions

National Administrative Terms and Conditions

General Terms and Conditions

The recipient agrees to comply with the current Environmental Protection Agency (EPA) general terms and conditions available at: <https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2025-or-later>

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov and Project Officer on Page 1 of Award Document
- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: Grants Specialist and Project Officer on Page 1 of Award Document
- Payment requests (if applicable): Grants Specialist and Project Officer on Page 1 of Award Document
- Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables: Project Officer on Page 1 of Award Document AND R1QAPPs@epa.gov

B Pre-Award Costs

In accordance with 2 CFR 1500.9, the recipient may charge otherwise allowable pre-award costs (both Federal and non-Federal cost sharing) incurred from **04/01/2025** to the actual award date provided that such costs were contained in the approved application, this assistance agreement includes approval of \$650,000 in pre-award costs for the City of Holyoke on this project. In the review of these pre-award costs, EPA has determined that the costs incurred are reasonable, directly related to the scope of work for the project, and are eligible for reimbursement.

C. Prior Approval of Payments for EPA Community Grants

Payment Requests are to be completed on Standard Form 270, "Request for Advance or Reimbursement" and submitted to the EPA Grants Office with a copy to the EPA Project Officer. This

form and instructions for completing it can be found at <https://www.epa.gov/grants/epa-grantee-forms>. The requests will report cumulative expenditures both (Federal and non-Federal) incurred under the grant. EPA will approve payments for allowable expenditures at the ratio shown in the latest Agreement.

Under this payment mechanism, the recipient submits for EPA approval the Standard Form 270 along with supporting cost documentation via email to, the EPA Project Officer and the EPA Grants Management Specialist listed on this award document. Attachments must be submitted in pdf or other acceptable software format (e.g., DocuSign) and the Standard Form 270 must be electronically or digitally signed by your organization's authorized representative or their designee in accordance with EPA's Recipient/Applicant Information Notice (RAIN), Establishment of Standards for Submission of Administrative and Financial Assistance Agreement Forms/Documents with Electronic or Digital Signatures by Email. Documentation to support costs claimed for reimbursement include copies of bills (vouchers, invoices, etc.), along with a description of services rendered, time spent, and charges. The table below provides examples of acceptable documentation. Also, as a reminder, please refer to the Grant-Specific Programmatic Terms and Conditions of this award for additional information regarding procurement documentation submission requirements.

After review and written notification of EPA's approval, the recipient will request funds via the U.S. Treasury's Automated Standard Application for Payment (ASAP) system for **100%** of the total allowable expenditures shown on the Standard Form 270 (i.e., the Federal share) for the period covered by the request. EPA may pay 100% of the allowable expenditures reported for the period of the request for grants for which the cost share requirement has been waived by EPA. Payment for costs approved by EPA and authorized for drawdown by the recipient via the ASAP System will be credited to the recipient's designated financial institution (See Financial Information in the EPA General Terms and Conditions applicable to this award). Any questioned or disallowed costs will be detailed in writing by EPA's Grants Management Officer.

SUPPORTING DOCUMENTATION BY BUDGET CATEGORY	
BUDGET CATEGORY	ACCEPTABLE DOCUMENTATION
<p>1. PERSONNEL (for both EPA-funded and non-EPA funded employees whose services will count towards the recipient's cost share) Records must:</p> <ul style="list-style-type: none"> •Meet the requirements in <u>2 CFR 200.430(g)</u> for producing accurate information regarding actual hours an employee worked performing the EPA agreement. •Reflect 100% of actual hours worked daily and the projects, programs or activities worked, not estimated amounts or percentages. They must also reflect non-working hours used during the pay period. •Be certified by an appropriate recipient manager indicating that the hours shown as worked in support of the EPA assistance agreement were actually spent on activities approved and eligible under the agreement for 	

<p>which the costs are claimed•Contain names of employees charging time to the agreement, with explicit indication of number of hours charged, the hourly rate, and the total amount thereof charged.</p>	
<p>1a. Working Hours</p>	<ul style="list-style-type: none"> • Copies of time sheets or equivalent records
<p>1b. Non-Working Hours (e.g., sick leave, annual leave, holiday pay, etc.) being charged to the agreement if not covered by a leave rate or included in fringe benefits.</p>	<ul style="list-style-type: none"> • A schedule or report showing the non-working hour cost calculations and amounts claimed, including the applicable accruals and distribution methodologies for the periods used in the calculations.
<p>2. FRINGE BENEFITS – Ff applicable, approved fringe rate or actual costs per employee.</p>	<ul style="list-style-type: none"> • A schedule or report showing the fringe benefit cost calculations per employee, per pay period being claimed for payment and charged to the assistance agreement. Individual items included in approved fringe benefit rates must be identified.
<p>3. INDIRECT COSTS – Must have an approved indirect cost rate agreement covering the period for the indirect costs being claimed or opt to use up to a 15% de minimis rate of Modified Total Direct Costs. See the <u>General Terms and Conditions</u> for additional information.</p>	<ul style="list-style-type: none"> • A schedule or report showing the indirect costs calculations and amounts claimed and charged to the assistance agreement, including the applicable rates and cost basis for the periods used in the calculations.
<p>4. TRAVELNote: First class/business class travel costs are not allowable.</p>	<ul style="list-style-type: none"> • Listing of trips taken, trip dates, location, purpose, and actual costs incurred. • Copy of signed and dated authorization documents for each trip. • Written certification by employee's supervisor or other authorized official that the trip took place. • Copy of signed and dated travel vouchers showing actual expenditures
<p>5. EQUIPMENT – Records must show equipment items, quantity, unit cost, and total amount consistent with the PO and RFP.</p>	<ul style="list-style-type: none"> • Copy of procurement requests • Copy of vendor invoices • Quotes or bid announcements as required
<p>6. SUPPLIES</p>	<ul style="list-style-type: none"> • Invoices showing supply items, quantity, unit cost, and total amount consistent with the Purchase Order. • Copy of procurement requests • Copy of vendor invoices • Quotes or bid announcements as required

<p>7. CONTRACTUALThe contract agreement must include all applicable clauses stipulated at <u>2 CFR Part 200.327</u> and <u>Appendix II</u>. NOTE: per the grant-specific programmatic Terms and Conditions of the award, all contracts should have already been reviewed and approved by the Project Officer. Contracts for Architectural and Engineering services are included in this category. The costs for consultant compensation that are charged to the EPA assistance agreement (including cost shares) must not exceed the consultant cap (Level IV of the Executive Schedule) as described at <u>2 CFR 1500.10</u></p>	<ul style="list-style-type: none"> • Documents showing quotes or bid announcements as required. • Evidence of the selection decision and a cost and price analysis • Copy of contractor invoices
<p>8. CONSTRUCTIONThis category includes contracts for general construction and other contractor costs for activities described in EPA's Small and Disadvantaged Business (DBE) rule at <u>40 CFR 33.103</u>.</p>	<ul style="list-style-type: none"> • Documents showing quotes or bid announcements as applicable. • Evidence of the selection decision and a cost and price analysis • Copy of contractor and vendor invoices
<p>9. OTHERIf subaward costs are being claimed, a copy of the executed subaward agreement must be provided. The subaward agreement must comply with the requirements of the subaward term and condition of the EPA award and 2 CFR <u>200.331</u> and <u>200.332</u>.</p>	<ul style="list-style-type: none"> • Invoices showing items, quantity, unit cost, and total amount. As applicable ensure there are: • Copies of procurement requests • Copy of vendor invoices • Quotes or bid announcements as required • Documentation of participant support cost payments approved in the budget • Cost Calculations/Allocations of shared costs like rent, utilities, etc.

Programmatic Conditions

GRANT-SPECIFIC PROGRAMMATIC TERMS AND CONDITIONS FOR EPA COMMUNITY GRANTS (Updated 12/04/25)

A. Performance Reporting (2 CFR 200.329)

The recipient agrees to submit performance reports to the EPA Project Officer no later than 30 calendar days after the end of each federal fiscal quarter (January 30, April 30, July 30, and October 30). The final performance report must be submitted no later than 120 calendar days after the period of performance.

Performance reports must relate financial data and project or program accomplishments to performance goals and objectives and include brief information on each of the following areas, as applicable: 1) a comparison of accomplishments to the outputs/outcomes established in the assistance agreement workplan for the reporting period; 2) explanations on why established outputs/outcomes were not met; and 3) additional information, analysis, and explanation of cost overruns or higher-than-expected unit costs..

Additionally, the recipient agrees to notify the EPA when a significant development occurs that could impact the award. Significant developments include events that enable meeting milestones and objectives sooner or at less cost than anticipated or that produce different beneficial results than originally planned. Significant developments also include problems, delays, or adverse conditions which will impact the ability to meet the milestones or objectives of the award, including outputs/outcomes specified in the assistance agreement work plan. If the significant developments negatively impact the award, the recipient must include information on their plan for corrective action and any assistance needed to resolve the situation.

B. Project changes (2 CFR 200.308)

Consistent with 2 CFR 200.308, the recipient must request prior written approval from EPA for the following program and budget-related reasons, including but not limited to: changes which alter the project performance standards; changes in the scope or objectives of the project (even if there is no associated budget revision requiring prior written approval) or substantially altering the design of the project; changes in key personnel (including employees and contractors) that are identified by name or position in the Federal award; the disengagement from a project for more than three months, or a 25% reduction in time and effort devoted to the Federal award over the course of the period of performance, by the approved project director or principal investigator; the inclusion, unless waived by the EPA, of costs that require prior approval in accordance with subpart E to 2 CFR Part 200 as applicable; the transfer funds between construction and non-construction budget categories; significantly delaying or accelerating the project schedule; or substantially altering the facilities plan, design drawings and specifications, or the location, size, capacity, or quality of any major part of the project. Note, depending on the type of change, the Agency Award Official or Grant Management Officer may need to make the final determination.

C. Right of Access (2 CFR 200.337)

EPA will have access to all records which are pertinent to the assistance agreement (including fiscal, procurement, and engineering data and files), and EPA may conduct site visits and inspections related to

progress of the assistance agreement workplan activities. This term and condition supplements the requirements in the "Access to Records" General Term and Condition.

• **Procurement Document Submission**

(1) With the exception of projects that qualify for the procurement flexibilities in the FY 2024 Consolidated Appropriations Act (P.L. 118-42) discussed below in term and condition D. Procurement, the recipient shall submit a copy of all proposed and/or executed contracts for services (including professional and construction), supplies, and equipment over the simplified acquisition threshold as defined in 2 CFR Part 200.1 to the EPA Project Officer for review. The submittal of the proposed and/or executed contracts must include procurement records. include procurement records.

(a) Recipient agrees to submit plans and specifications, requests for proposals, invitations for bids, scopes of work, and/or plans and specifications to the EPA Project Officer for review prior to advertising for bids, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun. Recipient will also submit any addenda to these documents to the EPA Project Officer for review prior to the opening of bids, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun.

(b) Recipient agrees to submit to the EPA Project Officer, within ten calendar days after a bid opening, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun, the bid package of the lowest responsive, responsible bidder for review prior to the award of a contract, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun. The bid package will include a bid tabulation, a copy of the proof of advertising, the bid bond of the low bidder, the Minority Business Enterprise (MBE) / Women's Business Enterprise (WBE) proposed utilization by the low bidder with a statement from Recipient that the efforts taken by the low bidder meet the statutory/regulatory requirements, and the recommendation to award a contract to the low bidder.

(c) Recipient agrees to submit to the EPA Project Officer for review any proposed and/or executed contract for services, such as architectural/engineering or grant management or construction, prior to signing each contract, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun, as well as any change orders executed after the award of the contract. A description of the process used to procure those services will also be submitted. To be accepted as allowable project costs, such procurements/contracts must comply with all statutory and regulatory requirements, including 40 U.S.C. 1101 et seq. (the Brooks Act) or an equivalent State qualifications-based procurement requirement, as applicable; 2 CFR Part 200; 2 CFR Part 1500; and/or 40 CFR Part 33.

(2) Recipients that qualify for the procurement flexibilities discussed below in term and condition D. Procurement, must provide to the EPA upon request solicitation documents (e.g., Request for Proposals or Request for Qualifications), contracts, and/or any other pertinent documents relating to the process used to enter the contract.

(3) All recipients, to include those that qualify for the procurement flexibilities in the FY 2024 Consolidated Appropriations Act (P.L. 118-42) discussed below in term and condition D. Procurement must comply with the requirements in the Davis-Bacon Act, American Iron and Steel (AIS), and Build America, Buy America (BABA) in any procurements and resulting contracts as applicable. These requirements include incorporating the appropriate prevailing wage determinations and AIS/BABA in the

solicitation documents.

D. Procurement

The FY 2024 Consolidated Appropriations Act (P.L. 118-42), which was signed into law on March 9, 2024, states:

Provided further, That the funds made available under this heading for Community Project Funding/Congressionally Directed Spending grants in this or prior appropriations Acts are not subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance, if a Community Project Funding/Congressionally Directed Spending recipient has procured services or products through contracts entered into prior to the date of enactment of this legislation that complied with state and/or local laws governing competition.

This provision was carried forward in the FY 2025 Full-Year Continuing Appropriations and Extensions Act (P.L. 119-4). Accordingly, “prior to the date of enactment of this legislation” means contracts entered into prior to March 15, 2025.

(a) Recipients with projects identified in the FY 2024 or prior (i.e., FY 2022 and FY 2023) Appropriations Acts are not subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance if the recipient has:

- procured services or products through contracts entered into prior to March 15, 2025; and
- complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent, as applicable, and method of procurement).

The recipient must provide a written statement to the EPA Project Officer affirming any contracts entered into prior to March 15, 2025, complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent as applicable, and method of procurement). The statement must also include the date the contracts were entered into. The contract will be considered covered by the provision upon receipt of written confirmation from EPA.

The recipient must retain documentation (e.g., solicitation documents, procurement certifications from state and/or local officials) demonstrating compliance of such contracts with state and/or local laws governing competition, including such laws relating to participation by disadvantaged business enterprises or equivalent as applicable.

(a)(1) Contract Amendments after March 15, 2025, and FY 2024 Procurement Flexibility

Recipients with projects identified in the FY 2024 or prior (i.e., FY 2022 and FY 2023) Appropriations Acts may not be subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance (with the exception noted below in paragraph (a)(2) for contract modifications over the Simplified Acquisition Threshold in effect at the time of award) for contract amendments that occur after March 15, 2025, if the recipient has:

(i) procured services or products through contracts entered into prior to March 15, 2025;

(ii) entered into said contracts in compliance with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent, as applicable, and method of procurement); and

(iii) complied with state and/or local laws relating to contract amendments as applicable.

The recipient must provide a written statement to the EPA Project Officer affirming any contracts entered into prior to March 15, 2025, and contract amendments after that date, complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent as applicable, and method of procurement). The statement must also include the date the contracts and contract amendments were entered into. The contracts and contract amendments will be considered covered by the provision upon receipt of written confirmation from EPA.

The recipient must retain documentation (e.g., solicitation documents, procurement certifications from state and/or local officials) demonstrating compliance of such contracts and amendments with state and/or local laws governing competition, including such laws relating to participation by disadvantaged business enterprises or equivalent as applicable.

(2) Consistent with 2 CFR 200.324, the recipient further agrees that for all contract modifications/amendments in excess of the Simplified Acquisition Threshold in effect at the time of award, the recipient will perform a cost or price analysis.

(b) All other recipients who do not qualify for the procurement flexibilities discussed in section (a) must procure all services (professional, construction, etc.), supplies, and equipment awarded under this grant in accordance with all applicable federal requirements, including: 40 U.S.C. 1101 et seq. (the Brooks Act) or an equivalent State qualifications-based procurement requirement, as applicable; 2 CFR Part 200; 2 CFR Part 1500; and/or 40 CFR Part 33. This includes all services (professional, construction, etc.), supplies, and equipment for which costs are approved as preaward costs.

This T&C applies to projects with activities that are considered Clean Water State Revolving Fund (CWSRF) eligible, as described in EPA's Overview of CWSRF Eligibilities paper. This includes: construction of publicly owned treatment works; implementation of a management program established under section 319 of the Clean Water Act (CWA); development and implementation of a conservation and management plan under section 320 of the CWA; construction, repair, or replacement of decentralized wastewater treatment systems that treat municipal wastewater or domestic sewage; measures to manage, reduce, treat, or recapture stormwater or subsurface drainage water; measures to reduce the demand for publicly owned treatment works capacity through water conservation, efficiency, or reuse; development and implementation of watershed projects meeting the criteria set forth in section 122 of the CWA; measures to reduce the energy consumption needs for publicly owned treatment works; reusing or recycling wastewater, stormwater, or subsurface drainage water; measures to increase the security of publicly owned treatment works; providing assistance to owners and operators of small and medium publicly owned treatment works to plan, develop, and obtain financing for eligible projects under this subsection, including planning, design, and associated preconstruction activities; and assisting such treatment works in achieving compliance with the CWA; providing assistance to an eligible individual for the repair or replacement of existing individual household decentralized wastewater treatment systems; or in a case in which an eligible individual resides in a household that could be cost-effectively connected to an available publicly owned treatment works, connection of the applicable household to such treatment works.

Further, and consistent with 33 U.S.C. §1382(b)(4), this T&C applies only if the following activities are involved, "program management, construction management, feasibility studies, preliminary engineering, design, engineering, surveying, mapping, or architectural related services shall be negotiated in the same manner as a contract for architectural and engineering services."

(c) Recipient must comply with the procurement processes for architectural and engineering (A/E) services as described in 40 U.S.C. 1101 et seq., or an equivalent State qualifications-based requirement.

Where equivalent State qualifications-based requirements are complied with, the source of the requirement (e.g., existing State legislation or regulation, etc.) must be stated, and a certification from the Governor of the State that the State's A/E procurement requirements are equivalent to 40 U.S.C. 1101 et seq. must accompany the grant application. In lieu of a certification from the Governor, the Attorney General's certification submitted with each grant application may include this certification. The requirements of 40 U.S.C. 1101 et seq. include:

- Public announcement of the solicitation (e.g., public announcement of a Request for Qualifications);
- Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., criteria identified in the solicitation);
 - Evaluation criteria should be based on demonstrated competence and qualifications for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);
- Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;
- Selection of at least three firms considered to be the most highly qualified to provide the services required; and
- Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;
 - In the event that the recipient is unable to negotiate a satisfactory contract with the firm, the recipient shall formally terminate negotiations and then undertake negotiations with the next most qualified of the selected firms, continuing the process until an agreement is reached. If the recipient is unable to negotiate a satisfactory contract with any of the selected firms, the agency head shall select additional firms in order of their competence and qualification and continue negotiations in accordance with this section until an agreement is reached.

In the event that the State has no existing equivalent qualifications-based requirement for procurement, the federal requirements in 40 U.S.C. 1101 et seq. apply.

(d) All recipients, to include those that qualify for the procurement flexibilities discussed in section (a), must comply with the requirements in the Davis-Bacon Act, American Iron and Steel (AIS), and Build America, Buy America (BABA) in any procurements and resulting contracts as applicable. These requirements include incorporating the appropriate prevailing wage determinations and AIS/BABA in the solicitation documents.

E. Cybersecurity Condition

Cybersecurity Grant Condition for Other Recipients, Including Intertribal Consortia and Non-profit Organizations

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State or Tribal law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient will contact the EPA Project Officer no later than 90 days after the date of this award and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes, under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: (i) by including this requirement in subaward agreements; and (ii) during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.332(e), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

F. Signage

The FY 2022 Consolidated Appropriations Act (Pub. Law 117-103), FY 2023 Consolidated Appropriations Act (Pub. Law 117-328), and FY 2024 Consolidated Appropriations Act (Pub. Law 118-42) provide that those federal requirements that would apply to a Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF) project grant recipient shall apply to a grantee receiving a Community Grant. Consequently, these Appropriations Acts extend Signage requirements applicable to SRF projects to Community Grants. The recipient agrees to comply with the SRF Signage Guidelines in order to enhance public awareness of EPA assistance agreements nationwide.

Basic Requirements

Recipients should note that they have the option of selecting different implementation options depending on the location, project type, and available resources. The costs of compliance with the signage requirements are allowable under the grant, provided the costs are reasonable.

Summary of Options

The SRF Signage Guidelines present a number of options which communities can explore to implement EPA's signage policy. The option selected should meet all of the Basic Requirements above while remaining cost-effective and accessible to a broad audience. The following strategies are acceptable options for communities to follow:

Standard signage

- Posters or wall signage in a public building or location
- Newspaper or periodical advertisement for project construction, groundbreaking ceremony, or operation of the new or improved facility
- Online signage placed on community website or social media outlet
- Press release

Each of these options is described in more detail in the sections below.

Implementation Option: Standard Signage

EPA recommends that large projects that involve significant expansion or construction of a new facility elect to publicize through standard signage. This option should be selected for projects where the sign would be near a major road or thoroughfare or where the facility is in a location at which this would effectively publicize the upgrades. Some facilities will not find this an appropriate or cost-effective solution. For example, investing in a large road sign for a facility that is located in a rural area or where access is limited to a smaller service road would likely not be an optimal solution.

Signs can also be located away from the project site if there is another reasonable alternative. For example, a community may elect to place a sign advertising the project near a body of water that receives discharge from a particular facility.

Recipients selecting projects that will implement this requirement through use of a traditional sign should ensure the following are included:

- The name of the facility, project, and community
- Project cost (total grant award amount, i.e., federal share plus recipient contribution)
- The EPA and Recipient logos (EPA logo may only be used on a sign)

If the EPA logo is displayed along with logos of other participating entities, the EPA logo must not be displayed in a manner that implies that EPA itself is conducting the project. Instead, the EPA logo must be accompanied with a statement indicating that the recipient received financial assistance from EPA for the project. As provided in the sign specifications from the EPA Office of Public Affairs (OPA), the EPA logo is the identifier for assistance agreement projects. Recipients are responsible to comply with the sign specifications provided by the OPA, available at <https://www.epa.gov/aboutepa/using-epa-seal-and-logo>. To obtain the appropriate EPA logo graphic file, the recipient should send a request directly to OPA and include the EPA Project Officer in the communication; contact information can be found at <https://www.epa.gov/aboutepa/using-epa-seal-and-logo>.

Implementation Option: Posters, Brochures, and/or Pamphlets

Smaller projects, projects located in rural areas, and other efforts may find that it is more cost-effective and practical to advertise efforts through creation of a poster or smaller sign. If the project involves nonpoint source or green infrastructure components, those can be described at the discretion of the recipient.

The poster or brochure and acknowledgement should be visible, as well as a website or other source of information for individuals that may be curious about the Community Grants program. The recipient may also implement this option as a short pamphlet that is placed in one of the locations noted below for community members to read.

Posters, brochures, and/or pamphlets should be placed in a public location that is accessible to a wide audience of community members. This can include, but is not limited to:

- Town or City Hall
- Community Center
- Locally owned or operated park or recreational facility
- Public Library
- County/municipal government facilities
- Court house or other public meeting space

Given the low cost for producing multiple copies of the same poster, brochure, and/or pamphlet, communities can explore options for displaying these posters in several locations simultaneously. This would achieve the overall objective of reaching a broad audience and publicizing the project.

Projects that will implement this requirement through use of posters, brochures, and/or pamphlets should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of project
- Brief description of the water quality benefits the project will achieve

Implementation Option: Newsletters, Periodicals, and/or Press Releases

For communities where there is no suitable public space or where advertisement through signage is unlikely to reach community members effectively, projects can be advertised in a community newsletter or similar periodical. States can use guidelines from their standard public notice practices. For new construction, if a groundbreaking ceremony is to be held, an announcement could publicize or accompany publicity for this event.

In some cases, it may be appropriate for the recipient to issue a formal press release announcing construction of a new facility. Distributing a single prepared statement concisely summarizing the project purpose and the joint funding from EPA and community resources can reach a wide audience as the statement goes through multiple news outlets.

If the recipient decides on a public and/or media event to publicize the accomplishment of significant

events related to the project as a result of EPA support, the recipient must provide EPA with at least ten working days' notice of the event and the opportunity to attend and participate in the event.

Recipients that will implement this requirement through use of a newsletter, periodical, or press release should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Implementation Option: Inserts and/or Pamphlets in Water/Sewer Bills

Utilities can consider including a single-page insert within water and sewer bills that are mailed to residents and users in the affected community. This approach would effectively publicize the project to those individuals directly benefitting from the project. The flyer or insert could emphasize the environmental and public health benefits to the community.

Recipients that will implement this requirement through use of inserts and/or pamphlets in water/sewer bills should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Implementation Option: Online and/or Social Media Publicity

Many communities are increasingly finding that the internet is the most cost-effective approach to publicizing their projects and reaching a broad audience of stakeholders. Online "signage" should follow the minimum information guidelines above and may appear on the town, community, and/or facility website if available. In some cases, communities may be active on social media sites such as Facebook or X, formally known as Twitter. These can be used as an opportunity for publicizing projects and information about how EPA funds are being used in the community.

These online announcements/notices may be appropriate for settings where physical signage would not be visible to a wide audience. They can be a more cost-effective option than traditional signs or publicity in print media outlets. This option may be most useful where the community's website is a well-recognized source of information for its residents.

In the case of some projects, such as nonpoint source, there might be additional opportunities for online publicity through partner agencies or organizations. This could take place either on the organization's website or through other social media outlets.

Projects that will implement this requirement through use of online and/or social media publicity should ensure the following are included:

- Name of facility, project, and community
- Project was wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Suggested Language for Alternate Options

For any of the alternate implementation options listed above, recipients have discretion to structure their signage as they see appropriate. The language below is offered as an option for use in posters, pamphlets, brochures, press releases, and/or online materials. Communities may consider using the following:

“Construction of upgrades and improvements to the [Name of Facility, Project Location, or WWTP] were financed by the grant funding administered by the U.S. Environmental Protection Agency (EPA). EPA's Community Grant Program. This project will (description of project) and will provide water quality benefits [details specifying particular benefits] for community residents and businesses in and near (name of town, city, and/or water body or watershed to benefit from project.)

For projects in certain areas, recipients should consider whether it is appropriate to include additional details about the project. Specific benefits, such as reduction of CSO events, lessening of nutrient pollution, reducing contaminant levels or water pumping costs, or improvements to a particular water body, may be of interest to community residents. In these cases, including additional detail would further serve to showcase positive efforts financed by EPA. Additionally, recipients may elect to detail improvements in energy efficiency or water conservation achieved by project upgrades. If the project includes green infrastructure components such as rain gardens and green roofs that have environmental and aesthetic benefits to the community, these can be described briefly as well. Again, this additional information can be included at the discretion of the recipient when it is appropriate, given the project type, location, and the type of signage or publicity effort selected.

G. Public or Media Events

The recipient will notify the EPA Project Officer listed in this award document of public or media events publicizing the accomplishment of significant events related to the project as a result of EPA support and provide the opportunity for attendance and participation by federal representatives with at least ten working days notice.

H. Federal Cross-cutting Requirements/Other Applicable Federal Laws

Recipient must comply with federal cross-cutting requirements as well as other applicable federal laws as provided in EPA's Community Grants Program Final Implementation Guidance. For additional information on cross-cutting requirements, as well as applicability for recipients and subrecipients, visit <https://www.epa.gov/grants/epa-subaward-cross-cutter-requirements>.

I. American Iron and Steel (AIS)

AIS requirements apply to this award agreement based on the directive Congressional language in the FY 2022, FY 2023, and FY 2024 Consolidated Appropriations Acts' (i.e., “Applicable Federal requirements that would apply to a Clean Water State Revolving Fund or Drinking Water State Revolving

Fund project grant recipient shall apply to a grantee receiving a CPF grant under this section"). AIS requirements apply to State Revolving Fund assistance agreements signed on or after January 17, 2014, including all treatment works projects funded by a CWSRF assistance agreement and all public water system projects funded by a DWSRF assistance agreement.

(a) *Definitions.* As used in this award term and condition—

(1) "iron and steel products" mean the following products made primarily of iron or steel, where "primarily" means 50% or greater iron/steel, measured by materials costs: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and ferrous construction materials.

(2) "steel" means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

(b) *Domestic preference.*

(1) This award term and condition requires that all iron and steel products used for a project for the construction, alteration, maintenance or repair of a public water system or treatment work are produced in the United States except as provided in paragraph (b)(2) of this section and condition. "Produced in the United States means all manufacturing processes, beginning with initial melting, must occur in the United States.

(2) This requirement shall not apply in any case or category of cases in which the Administrator of the Environmental Protection Agency finds that—

(i) applying the requirement would be inconsistent with the public interest;

(ii) iron and steel products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or

(iii) inclusion of iron and steel products produced in the United States will increase the cost of the overall project by more than 25 percent.

(3) The Build America, Buy America (BABA) Act requirements do not supersede the AIS requirements, and both provisions still apply and work in conjunction. Compliance with AIS requirements meets the BABA requirements for iron and steel.

(c) *Request for a Waiver under (b)(2) of this section*

(1) Any recipient request to use foreign iron or steel products in accordance with paragraph

(b)(2) of this section shall include adequate information for federal Government evaluation of the request, including—

(i) A description of the foreign and domestic iron and/or steel, ;

(ii) Unit of measure;

- (iii) Quantity;
- (iv) Cost;
- (v) Time of delivery or availability;
- (vi) Location of the project;
- (vii) Name and address of the proposed supplier; and
- (viii) A detailed justification of the reason for use of foreign iron or steel products cited in accordance with paragraph (b)(2) of this section.

(2) If the Administrator receives a request for a waiver under this section, the waiver request shall be made available to the public for at least 15 days prior to making a finding based on the request.

(3) Unless the Administrator issues a waiver of this term, use of foreign iron and steel products is noncompliant with Section 608 of the Clean Water Act and Section 1452(a)(4) of the Safe Drinking Water Act.

(d) This term and condition shall be applied in a manner consistent with United States obligations under international agreements.

J. Build America, Buy America Act (BABA)

This term and condition supplements the "Build America, Buy America" term and condition included in EPA's General Terms and Conditions.

(a) Definitions.

For legal definitions and sourcing requirements, the recipient must consult the EPA Build America, Buy America website, 2 CFR Part 184, and the Office of Management and Budget's (OMB) Memorandum M-24-02 Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.

(b) Waiver Request.

(1) When necessary, recipients may apply for a waiver from these requirements.

(2) A request to waive the application of the domestic content procurement preference must be in writing and submitted following the waiver instructions under the Water Programs section at <https://www.epa.gov/baba/build-america-buy-america-baba-epa-programs>.

(3) Waiver requests are subject to public comment for at least 15 days prior to making a finding based on the request.

(4) Waiver requests are subject to review by the Office of Management and Budget's Made in America Office.

(5) There may be instances where an award qualifies, in whole or in part, for an existing waiver described at <https://www.epa.gov/baba/build-america-buy-america-baba-approved-waivers> .

(6) The U.S. Environmental Protection Agency may grant a waiver based upon one of the exceptions as established in Section 70914(b) of the Infrastructure Investment and Jobs Act and further described in the Office of Management and Budget Memorandum M-24-02.

(7) Any recipient waiver request to use foreign iron, steel, manufactured products, and/or construction materials in an infrastructure project shall include adequate information for the Federal Government evaluation of the request, including—

- i. The Federal Award Identification Number (FAIN);
- ii Location and description of the project;
- iii. Total cost of infrastructure expenditures, including federal and non-federal funds, as well as the source of any additional federal funds, if any;
- iv. List of iron or steel item(s), manufactured products, and construction material(s) proposed to be excepted from Buy America requirements, including name, cost, country(ies) of origin (if known), relevant Product Services Code (PSC) and North American Industry Classification System (NAICS) code for each, unit of measure, quantity, time of delivery or availability, and name and address of the proposed supplier;
- v. Project schedule including earliest targeted installation dates of items requested to be waived;
- vi. A detailed justification of the reason for use of foreign iron, steel, manufactured products, and/or construction materials;
- vii. Recipient's Unique Entity Identifier (UEI);
- vii. Anticipated impact if no waiver is issued; and
- viii. A certification that the federal official or assistance recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and nonproprietary communications with the prime contractor.

(8) Unless a waiver applies, use of foreign iron, steel, manufactured products, and/or construction materials that are consumed in, incorporated into, or affixed to an infrastructure project is noncompliant with this term and condition pursuant to the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58, including Build America, Buy America Act, Pub. L. No. 117-58 §§70901-52.

(c) Waiver Evidence Submission.

(1) The recipient must maintain documentation of any use of materials which are considered de minimis and are covered by an existing waiver (e.g. miscellaneous, generally low-cost products that are essential for construction and are incorporated into the physical structure of the project) with grant project files for a period of three years from the date of submission of the final expenditure report, in accordance with 2 CFR 200.334.

(2) If the recipient seeks coverage under an existing general applicability BABA waiver, the recipient agrees to submit available evidence to the EPA Project Officer to support such a determination as identified in the BABA waiver. The recipient shall maintain this evidence with grant project files for a period of three years from the date of submission of the final expenditure report, in accordance with 2 CFR 200.334.

K. Environmental Review

For the River Terrace CSO Area 21A Sewer Separation project, in accordance with the requirements of the National Environmental Policy Act, EPA has issued a categorical exclusion for this project in accordance with provisions in 40 CFR Part 6. If EPA determines that a categorical exclusion is not appropriate for this project, the recipient agrees to submit information necessary for EPA to prepare an Environmental Assessment and issue a Finding of No Significant Impact. If the scope of the project changes, the recipient understands that additional environmental review may be necessary.

For the River Terrace CSO Area 21B sewer separation final design project and wastewater facility master plan project, these projects consists of activities listed in paragraphs 40 C.F.R. 6.204(a)(2)(i)-(x)). No separate NEPA documentation needs to be developed for use of a NEPA CATEX determination under 40 C.F.R. 6.204(a)(2) and the recipient may only draw down funds for activities listed in paragraphs 40 C.F.R. 6.204(a)(2)(i)-(x). Recipient shall not draw down the EPA funds or make any expenditures to meet a cost share obligation, for construction-related activities such as destruction, excavation, modification of existing structures, ground-disturbing work including rehabilitation and replacement activities, modifying, removing or demolishing structures, or other improvements to real property. If the scope of the project changes, the recipient understands that additional environmental review may be necessary.

L. Davis-Bacon Labor Standards

1. Program Applicability

a. Program Name: Community Grants Program

b. Statutes requiring compliance with Davis-Bacon:

- Consolidated Appropriations Act, 2022 (P.L. 117-103);
- Consolidated Appropriations Act, 2023 (P.L. 117-328); and
- Consolidated Appropriations Act, 2024 (P.L. 118-42)

c. Activities subject to Davis-Bacon:

- **For Community Grants Projects that are inclusive of CWSRF-eligible activities:** Treatment works constructed in whole or in part with assistance made available by the FY 2022, FY 2023, and/or FY 2024 Consolidated Appropriations Acts discussed in section b.
- **For Community Grants Projects that are inclusive of DWSRF-eligible activities:** Any construction project carried out in whole or part with assistance made available by the FY 2022, FY 2023, and/or FY 2024 Consolidated Appropriations Acts discussed in section b.

d. The recipient must work with the appropriate authorities to determine wage classifications for the specific project(s) or activities subject to Davis Bacon under this grant (or cooperative agreement).

2. Davis-Bacon and Related Acts

Davis-Bacon and Related Acts (DBRA) is a collection of labor standards provisions administered by the Department of Labor, that are applicable to grants involving construction. These labor standards include the:

- Davis-Bacon Act, which requires payment of prevailing wage rates for laborers and mechanics on construction contracts of \$2,000 or more;
- Copeland "Anti-Kickback" Act, which prohibits a contractor or subcontractor from inducing an employee into giving up any part of the compensation to which he or she is entitled; and
- Contract Work Hours and Safety Standards Act, which requires overtime wages to be paid for over 40 hours of work per week, under contracts in excess of \$100,000

3. Recipient Responsibilities When Entering Into and Managing Contracts:

a. Solicitation and Contract Requirements:

i. Include the Correct Wage Determinations in Bid Solicitations and Contracts: Recipients are responsible for complying with the procedures provided in 29 CFR 1.6 when soliciting bids and awarding contracts.

ii. Include DBRA Requirements in All Contracts: Include the following text on all contracts under this grant:

"By accepting this contract, the contractor acknowledges and agrees to the terms provided in the DBRA Requirements for Contractors and Subcontractors Under EPA Grants."

b. After Award of Contract:

i. Approve and Submit Requests for Additional Wages Rates: Work with contractors to request additional wage rates if required for contracts under this grant, as provided in 29 CFR 5.5 (a)(1)(iii).

ii. Provide Oversight of Contractors to Ensure Compliance with DBRA Provisions: Ensure contractor compliance with the terms of the contract, as required by 29 CFR 5.6.

4. Recipient Responsibilities When Establishing and Managing Additional Subawards:

a. Include DBRA Requirements in All Subawards (Including Loans):

Include the following text on all subawards under this grant:

"By accepting this award, the EPA subrecipient acknowledges and agrees to the terms and conditions provided in the DBRA Requirements for EPA Subrecipients."

b. Provide Oversight to Ensure Compliance with DBRA Provisions: Recipients are responsible for oversight of subrecipients and must ensure subrecipients comply with the requirements in 29 CFR 5.6.

5. The contract clauses set forth in this Term & Condition, along with the correct wage determinations, will be considered to be a part of every prime contract covered by Davis-Bacon and Related Acts (see 29 CFR 5.1), and will be effective by operation of law, whether or not they are included or incorporated by reference into such contract, unless the Department of Labor grants a variance, tolerance, or exemption. Where the clauses and applicable wage determinations are effective by operation of law under this paragraph, the prime contractor must be compensated for any resulting increase in wages in accordance with applicable law.

M. Geospatial Data Standards

All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at www.fgdc.gov.

N. Sites, Easements, and Rights-of-Way

The recipient must submit a written legal opinion from a licensed attorney in the State where the real property is located (i.e., a title opinion) that the necessary sites, easements, and/or rights-of-way have been obtained and that they are free of any restrictions or encumbrances that might restrict their use for the purpose intended to be carried out under the assistance agreement. The opinion shall address:

- the title examination conducted;
- the validity of the form and substance of the legal instruments creating the sites, easements, and/or rights-of-way for the purposes intended;
- whether the legal instruments adequately confer upon the recipient the necessary sites, easements, and/or rights-of-way to carry out the project for the purposes intended; and
- whether the legal instruments have been properly recorded in the appropriate public land records of each county, town, district, province, etc. in which any of the land affected thereby is situated.

The recipient must submit the opinion to EPA no later than the time at which the recipient requests approval to award contracts where sites, easements, or rights-of-way are involved, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun.

O. Flood Insurance

The recipient will acquire and maintain at its own cost any flood insurance made available to it under the National Flood Insurance Act of 1968, as amended, before the project is placed in operation. This condition shall not be applicable if, on the date of execution of this Grant Agreement by both parties, flood insurance was not available pursuant to the Flood Insurance Act of 1968, as amended, for property on the project location.

P. Operation and Maintenance

The recipient agrees that that it will properly operate and maintain all facilities that are partially or wholly

funded by this grant for the useful life of the facilities as described below.

Useful Life Timeframes

- Land - Permanent
- Wastewater/Water Conveyance Structures: collection systems, pipes, interceptors, force mains, tunnels, distribution lines, etc. - 40 years
- Other Structures: plant buildings, concrete tankage, basins, lift stations and pump station structures, inlet structures, etc. - 30 years
- Wastewater and Drinking Water Process Equipment - 15 years
- Auxiliary Equipment - 10 years

City of Holyoke
Request for Appropriation Transfer
Between Classifications

Dept. Name 15432 Veteran Service Department

Date: 3/16/2026

Use as a basis for preparing a financial order to be placed in front of City Council. I hereby respectfully request that the following amounts be transferred **between two or more** of the following indicated (X) appropriation classifications and as further detailed below:

Personal Services _____		Expenses (X)	Capital Outlay _____	
Account No.		Account Name	\$ Amount	
Organization	Object		From	To
15432	53190 <i>SDW</i>	Education + Training	(\$4,2000)	
19202	57200	Out of State Travel	()	(\$4,200.00)
-----	-----		()	
-----	-----		()	
-----	-----		()	
-----	-----		()	

Reason for request:

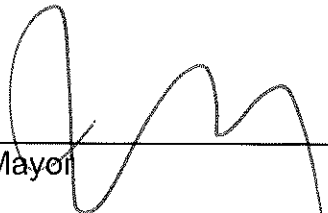
Respectfully requesting permission to reallocate funds to attend out-of-state Annual Training. Requesting to transfer funds from Veteran Service Department Education and Training Line Item 53910 to Mayorol Budget Department 19202- Line Item 57200 out-of-state expenses line. Funds are requested for Airfare, lodging for two attendees Wilfredo Melendez, NSO & Laddy Rua, Veteran Services Director. Conference are held annually in a different location throughout the United States. Conference Dates: May 31 – June 5

Estimated Costs Hotel: \$3,000.00 (\$1,500.00 ea) Airfare: \$1,200 (Est \$600.00 ea)

Justification: National Association County Veteran Service offices (NACVSO) Annual Conference training is hosted yearly for Veteran Service Office & National Service officers accreditation and 16-C.E.U training hours. Training is required to maintain certifications and remain compliant with legislative requirements and Veteran benefits on the Federal, State & local level. Training consists of 5 business day and 2 day travel to and from Holyoke, Massachusetts to Reno, Nevada.

Laddy C. Rua

Head of Department



 Mayor



City of Holyoke,
Massachusetts

Birthplace of Volleyball

Jane Mantolesky <mantoleskyj@holyoke.org>

Fwd: FW: Land on Easthampton Road

White Law Offices <whitelaw@whitelawoffices.net>
To: Jane Mantolesky <mantoleskyj@holyoke.org>

Mon, Mar 23, 2026 at 12:12 PM

Good afternoon,

I am writing on behalf of Linda Nawracaj to request the purchase price of this transaction be reduced from \$7,500.00 to \$4,500.00. As summarized in the original offer, Ms. Nawracaj has spent tens of thousands of dollars in trying to acquire this parcel over a decade to make her abutting property useable. Once the City had approved this purchase, she spent \$4,300.00 in survey fees to prepare to combine the two lots, a cost which was increased by her request to expedite the work. Our title examiner has discovered that the City does not have clear title to the parcel and the extensive title work has now cost \$1,100.00, which is far more than the typical fee, as well as significant delay in her long-awaited plans. When she originally worked with the record owner starting in 2015, the agreed upon purchase price was approximately \$4,500.00, which included the payoff of all outstanding real estate taxes to the City. Due to complex title matters, the record owner could not convey clear and marketable title; therefore, my client has been waiting for the City to take action. The City's inability to convey clear title swiftly upon acceptance of the offer have thwarted her plans and increased her costs considerably.

We appreciate the City's reconsideration of the purchase price.

Thank you,

Elizabeth White Chouinard

Joseph R. White, Esq.

Elizabeth White Chouinard, Esq.

Melissa M. Fields, Paralegal

White Law Offices

3 Converse Street, Suite 104

Palmer, MA 01069

Tel: 413-283-8341

Fax: 413-289-1983

Please contact Attorney Elizabeth White Chouinard at 413-535-0886 if you do not reach anyone on the office phone line.

CONFIDENTIALITY NOTICE: The information transmitted is intended solely for the individual or entity to which it is addressed and may contain confidential, proprietary, and/or privileged material. Any review, re-transmission,

**AMENDMENT TO SPECIAL TAX ASSESSMENT AGREEMENT
(Alternatively, the “Amended Agreement”)**

BETWEEN

**The City of Holyoke
(Alternatively, the “City”)**

AND

**Valley Malt LLC
(Alternatively, the “Company”)**

This Amended Agreement is made as of this ____ day of _____, 2026 by and between the City of Holyoke, a municipal corporation duly organized under the laws of the Commonwealth of Massachusetts, having a principal place of business at City Hall, 536 Dwight Street, Holyoke, Massachusetts, 01040, (hereafter called "the City"), and Valley Malt LLC, having a principal place of business at 4 North Bridge St, Holyoke MA 01040 (hereafter collectively called "the Company").

WHEREAS, on or about October 2, 2023, the City and the Company executed a Special Tax Assessment Agreement (“STA”) with respect to a certain Certified Project that was approved in accordance with the Massachusetts Economic Development Incentive Program (“the EDIP”) for the acquisition and development at 4 North Bridge Street, Holyoke, Massachusetts, Assessor’s Parcel 042-01-005 (hereafter referred to as “the Property”);

WHEREAS, on February 19, 2026, the Massachusetts Office of Business Development (“MOBD”) notified the Company and the City that Commonwealth of Massachusetts Economic Assistance Coordinating Council (“EACC”) revoked the Certified Project due to noncompliance with the job creation schedule as was originally approved;

WHEREAS, to remain eligible for the local tax incentive, the City and the Company must amend the original STA in the same manner it was approved and submit it to the EACC for approval;

WHEREAS, the Holyoke Office of Planning and Economic Development met with the Company to review the Certified Project requirements and determined that the Company is committed to achieving its investment and job creation obligations and recommends approval of the Amended Agreement.

NOW THEREFORE, in consideration of the mutual promises contained in the original STA, the parties do mutually agree to amend the STA by striking out Section 8 and inserting in place thereof the following Section 8:

If the Company fails to meet its obligations under this Agreement, the City may take action to notify the EACC and/or request decertification of the Project by the EACC. Upon decertification, the City may discontinue the STA benefits provided to the Company, commencing with the first fiscal year in which the Project is decertified, or if such benefits have already been received by the Company for the fiscal year in which the Project has been decertified, commencing as of the fiscal year immediately following that fiscal year. In the event the City desires to continue with the STA after decertification by the EACC, this Agreement shall remain in effect provided the company remains in compliance with the terms and conditions of the STA as amended.

All other provisions of the STA shall continue to remain in full force and effect.

WITNESSETH the execution and delivery of this Amendment to the Special Tax Assessment Agreement by the City and the Company as an instrument under seal, as of the date first above written.

AGREED TO:

Valley Malt LLC

City of Holyoke

By: Andrea Stanley
Its: Co-owner

By Joshua A. Garcia
Its: Mayor

Date of Signature:

Date of Signature:

By: Christian Stanley
Its: Co-owner

Date of Signature:

Approved as to Form:

Lisa A. Ball
City Solicitor