

AGENDA FOR THE CITY COUNCIL  
APRIL 21, 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 April 7, 2026

LAI D ON THE TABLE

4. From City Clerk Brenna Murphy Leary and Admin. Assistant Jeffery Anderson-Burgos - October 7, 2025 meeting minutes
5. From Lauren Niles, Holyoke Planning Board, recommendation for creation of an RC district.
6. 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.

COMMUNICATIONS

7. From Mayor Joshua Garcia-letter reappointing Michael J Sullivan of 43 Park Slope to serve as a member of the HEDIC board. Mr. Sullivan will serve a three-year term expiring June 30, 2029.
8. From Mayor Joshua Garcia-letter reappointing Stephen Fay of 218 Pleasant St. as a member of the Local Historical Commission. Mr. Fay will serve a three-year term expiring July 1, 2029.
9. From Assistant City Solicitor Jane Mantolesky- Opinion Regarding Mayoral Appointment of Temporary City Treasurer
10. From Kelly Curran, HR Director, Auditor Recruitment Update 2026
11. From Kelly Curran, HR Director, Update on City MMA Recruitment and Selection Process

12. From CliftonLarsonAllen LLP-update on city's cash reconciliations
13. From the CPA Committee- FY26 Recommendations to City Council
14. From Various Residents-letter and petition regarding zoning package
15. City Council Notice of Decision, Special permit application, Holyoke Mall, Dicks House of Sport at 50 Holyoke St

#### PETITIONS

16. Petition from Brad Matthew Jewelers-renewal of a Second Hand License at 2225 Northampton St.
17. Petition from Peter Hannoush-renewal of a Second Hand License at 50 Holyoke St.
18. Petition from Ivory Billards for 17 pool tables at 151 Chestnut St.
19. Peitition from Colleen Hannigan of 5 Brightwood Ave for a Noconforming Structure (4.7.5)

#### REPORTS OF COMMITTEES

20. The Committee on Ordinance to whom was referred an order the city of Holyoke apply to the legislature for a Home Rule petition that allows the city to expand the use of M.G.L. chapter 40, §22A ¾ which grants authority to municipalities to designate a parking space at City Hall for Veterans. If the petition is granted, the city could create a local ordinance that would designate parking for veterans at municipal buildings other than City Hall.  
Recommended that the order be given a leave to withdraw.
21. 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 **"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.  
Recommended that the order be adopted.
22. The Committee on Finance to whom was referred an order that there be and is hereby appropriated by transfer in the fiscal year 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

Recommended that the order be adopted.

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

Recommended that the order be adopted.

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

Recommended that the order be adopted.

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

Recommended that the order be given a leave to withdraw.

26. The Committee on Finance to whom was referred an order that Mayor Garcia & Open Architects/TJ Plante provide an update on the status of 2023, 2024 & 2025 financial reconciliations & free cash.

Recommended that the order has been complied with.

27. The Committee on Public Safety to whom was referred an order That the Board of Health provide the City Council with an update on the effects of marijuana on the physical & mental health of residents use since "legalization in MA".  
Recommended that the order has been complied with.
28. The Committee on Public Safety to whom was referred a communication From Board of Health Director Tim Rivers-letter regarding cannabis use  
Recommended that the order has been complied with.
29. The Committee on Public Safety to whom was referred a communication From Board of Health Director Tim Rivers- HPS Curriculum and Programs Addressing Substance Use Awareness  
Recommended that the order has been complied with.
30. The Committee on Public Safety to whom was referred an order that Animal Control present options for disposal of roadkill on sidewalks, streets, and city properties in general on weekends, including shifting the responsibility for picking up roadkill to a different city department, shifting the hours of workers, or hiring an on-call provider.  
Recommended that the order has been complied with.
31. The Committee on Public Safety to whom was referred a communication From Board of Health- Animal Control response to road kill order.Recommended that the order has been complied with.  
Recommended that the order has been complied with.
32. The Committee on Public Safety to whom was referred an order that the conservation commission provide minutes of the process & summary of discussion & votes for the wetlands enforcement order at 77 Mayer Drive and provide any appeal process available to neighbors/abutters.  
Recommended that the order has been complied with.
33. The Committee on Public Safety to whom was referred a communication From Conservation Commission, August 28, 2025 meeting minutes  
Recommended that the order has been complied with.
34. The Committee on Public Safety to whom was referred an order that the City Of Holyoke install a Street Light at the Corner of Linden Street and Suffolk Street on the even side of Linden St.  
Recommended that the order be referred to the Board of Public Works.
35. The Committee on Public Service to whom was referred an order that Paul Burns-Johnson be interviewed for his (already approved) appointment to the Planning Board by the Public Service Committee (as was done with Grant Schlosstein post appointment). A review of the records by our Administrative Assistant indicates, although it was thought an interview took place in Public Service prior to his initial appointment to the Board of Appeals, it was approved by the city council without being referred to committee.  
Recommended that the order has been complied with.

36. The Committee on Public Service to whom was referred a Letter of appointment for Mr. Kevin A. Rice of 52 Fairfield Avenue to serve on the Local Historic District Commission. Mr. Rice will replace Mr. Stephen Fay and will finish the remainder of Mr. Fay's term expiring July 1, 2028.  
Recommended that the appointment be confirmed.
37. The Committee on Public Service to whom was referred a letter appointing Ms. Susan Brouillette of 179 Morgan St. to serve on the Local Historic District Commission. Ms. Brouillette will replace Mr. David Owen and will serve the remainder of his term, expiring July 1, 2028.  
Recommended that the appointment be confirmed.
38. The Committee on Public Service to whom was referred a letter appointing Mr. Henry N. Martinez-Cartagena of 59 Chestnut St. Apt 4 to serve as a Commissioner on the Park and Rec. Mr. Martinez-Cartagena will replace Mr. Moquin and will serve the remainder of his term expiring June 30, 2027.  
Recommended that the appointment be confirmed.
39. The Committee on Public Service to whom was referred an order Request that Holyoke begin the process of developing a position of Poet Laureate for the City of Holyoke. A Poet Laureate is a poet appointed by a government or other conferring institution who uses the role to foster public appreciation of poetry and literary arts, and to advance culture, literacy, and creative expression.. Many of our neighboring communities have named Poet Laureates through their arts organizations; Holyoke's could be a collaborative effort between the Holyoke Local Cultural Council, the Mayor's Office, the Tourism Advisory Committee, and/or other community organizations. As Holyoke bolsters its business economy, we must boost our creative economy as well.  
Recommended that the order be adopted.
40. The Committee on Public Service to whom was referred a letter appointing Jeff Burkott and Davin Pasek as the Fence Viewer Committee.  
Recommended that the order be given a leave to withdraw.
41. The Committee on Charter and Rules to whom was referred an order add a rule that any city councilor named by a speaker during public speak has 2 minutes to respond at the end of public speak.  
Recommended that the order be given a leave to withdraw.
42. The Committee on Charter and Rules to whom was referred an order that the Honorable Holyoke City Council petition the Great and General Court of Massachusetts to amend Section 15 of the Holyoke Charter to reflect the new appointing authorities to financial departments be set by ordinance.  
Recommended that the order be adopted.

#### MOTIONS, ORDERS AND RESOLUTIONS

43. Vacon- ORDER: that the City Council adopt MGL Chapter 60 Section 3d and a fund be established to accept voluntary donations, designated on motor vehicle excise tax bills. This fund is established for the purpose of defraying the real estate taxes of elderly and disabled persons of low income. This is requested in light of recent high tax

increases, to help with affordability issues threatening the ability of homeowners to remain in their homes, even after mortgages are paid off.

- 44. Anderson-Burgos-Ordered that the DPW install a Handicpa Parking Sign for Yaritz Garcia or 122 Leary Dr. #PL9650718
- 45. Devine- ORDERED: That the City Council present proclamations to the HHS girls basketball team for receiving the Eileen Monaghan Sportsmanship Award.
- 46. Devine-ORDERED that any person who is a realtor or owns a real estate business who is appointed by the Mayor to the Planning Board and confirmed by the City Council SHALL recuse themselves from any zoning vote that would enrich them or their business unless they receive written approval from the State Conflict of Interest department.

- 47. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **THREE HUNDRED THIRTY EIGHT AND 58/100 Dollars (\$338.58)** as follows:

FROM

12102-53190 EDUCATION & TRAINING	\$338.58
TOTAL	\$338.58

TO:

19202-57200 OUT OF STATE TRAVEL	\$338.58
TOTAL	\$338.58

- 48. DEVINE - Ordered, that there be and is hereby appropriated by transfer in the fiscal year 2026, **SIX THOUSAND AND 00/100 Dollars (\$6,000.00)** as follows:

FROM

15452-53010 PROFESSIONAL SERVICES	\$6,000.00
TOTAL	\$6,000.00

TO:

0510-52420 R&M-OTHER	\$6,000.00
TOTAL	\$6,000.00

- 49. Devine-Ordered, that in accordance with M.G.L. Chapter 44 Sec. 53A, the City Council hereby accepts the provisions of the **"MASSACHUSETTS DEPARTMENT OF FIRE SERVICES FIREFIGHTER SAFETY EQUIPMENT, \$23,500.00, 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.

- 50. Magrath-Smith - Ordered that the City Council review the CPA Financial Report.

51. Magrath-Smith - Ordered that the City Council review and approve the proposed 2026 funding recommendations from the Community Preservation Act Committee.
52. Murphy-Romboletti- Ordered that the City Council discuss and possibly amend Rule 2A so that regular meetings of the full city council would start at 6:30pm unless otherwise noted.
53. Murphy-Romboletti- Ordered that the City Council consider adding a new rule to Section 2: Meetings, that if a councilor attends regular meetings of the City Council remotely for more than two consecutive meetings, a written explanation shall be provided to the Council President. Councilors who choose to participate remotely will be asked to participate with their camera on.
54. Murphy-Romboletti- Order that sections 2-35 (b) (i), (ii), and (iv) of the code of ordinances be deleted to allow for hiring new employees above the mid range.
55. Murphy-Romboletti - Ordered that Rule 2A be suspended for the May 19th City Council meeting to allow the meeting to begin at 6:30 p.m. for the mayor's State of the City address and budget presentation. This is meant as a more efficient alternative to calling a special meeting.
56. Panitch, Thalheimer-Ordered, that the City Council review Holyoke's municipal rules, ordinances, and any related materials that may be discovered during the process of review, relating to notices to citizens of proposed changes in the Zoning Ordinance and publication of such notices, and make such amendments to our ordinances and rules that may be found desirable in light of that review. While required notices are set forth in state law, a review of our local ordinances, etc., may reveal inefficiencies that are not required by said state law.  
This order is intended to be broadly construed to cover any public notice requirements, with respect to any other matters, that may be found to be affected by such municipal rules or ordinances.  
Receive and send to Ordinance, with a copy to the Law Department.
57. Panitch, Thalheimer: Ordered, That the Council revisit and comprehensively revise the noise provisions of Chapter 83 of the Holyoke Code of Ordinances to reflect contemporary circumstances and address noise issues in the City of Holyoke.
58. Purcell-Ordered, that the Honorable City Council, in accordance with M.G.L. Ch. 30B and the Holyoke Code of Ordinances procurement ordinance, declare 141 West Street (Assessors Map 033, Block 02, Parcel 008) as surplus property available for disposition. The property was acquired via a judgement in a tax lien case in 2023. It is approximately 6,534 square feet, zoned Downtown Residential and has an assessed value of \$39,000.
59. Rivera, I.-Ordered, that the Honorable City Council recognize Ricardo Rodriguez for his induction into the Ocean State Grand National Hall of Fame in Warwick, Rhode Island, and that the Council issue a proclamation in his honor. Mr. Rodriguez, founder of Holyoke Kenpo, has dedicated many years to working with youth in the City of Holyoke. Through his instruction and mentorship, he has helped young people develop discipline, character, and confidence while providing a positive and supportive environment for

personal growth. His commitment to mentoring youth and strengthening the community has had a lasting impact on many families throughout Holyoke.

60. Thalheimer -- Invite any and all interested members of the Commission on Disability to come to a meeting of the Public Safety committee for a conversation highlighting the work that they are doing in Holyoke and recently raised concerns around parking and accessibility. Send to Public Safety.
61. Thalheimer, Panitch -- Request HPD to provide the Public Safety committee with a copy of any and all current/active loudspeaker permit applications for Wyckoff Country Club (with any personally identifying information such as DOB and SSN etc. redacted). Send to Public Safety.
62. Thalheimer, Panitch -- Request License Board to provide the Public Safety committee with a copy of any and all current/active Entertainment permit applications for Wyckoff Country Club (with any personally identifying information such as DOB and SSN etc. redacted), including a list of any conditions attached to said permit(s), if any. Send to Public Safety.
63. Vacon- Greaney- ORDER: that city council go to the first ballot to elect a treasurer at the April 21, 2026 city council meeting in accordance with our current charter. Our city council appointed Collector has indicated interest in the Treasurer/Collector position. A majority of the city council has had the opportunity to interview our Collector. This appointment would legally establish the Treasurer position & for practical purposes combines the positions, while waiting for further charter changes that will be sent to the state legislature in a home rule petition. Transition changes can happen in coordination with other ordinance changes.

#### 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]



March 20, 2026

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

RECEIVED  
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.

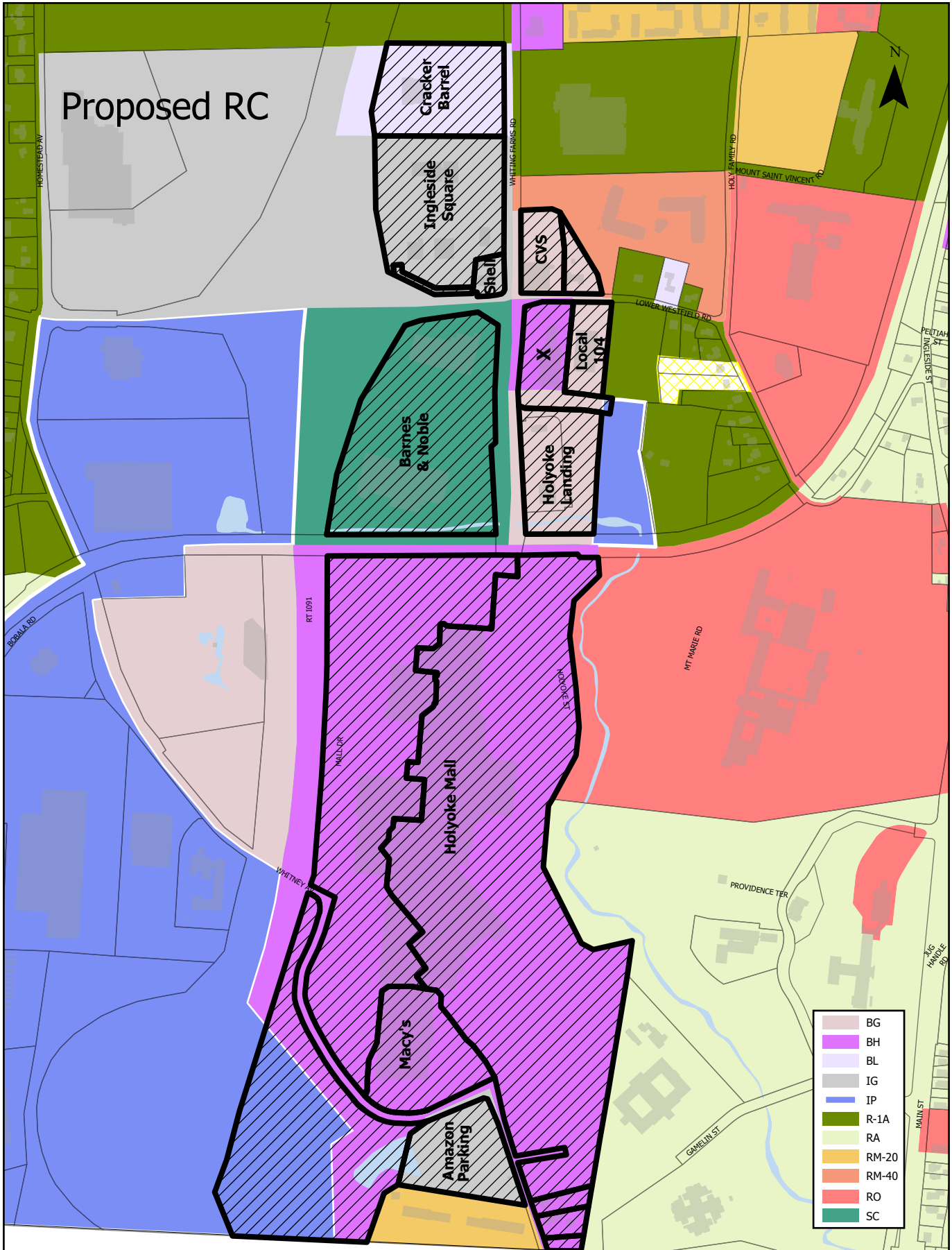
The Planning Board believes that the RC zoning aligns with the goals of the Comprehensive Plan to simplify the zoning map and make the zoning ordinance more inclusive and better suited to future development, while enhancing the rights of current property owners.

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 A. GARCIA

CITY OF HOLYOKE

April 7, 2026

Honorable Holyoke City Council  
City Hall  
536 Dwight Street  
Holyoke, MA 01040

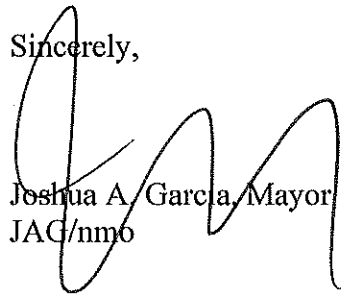
Honorable City Council,

I hereby reappoint the following individual as a member of the Holyoke Economic Development and Industrial Corporation (HEDIC) for the City of Holyoke:

Mr. Michael Sullivan  
43 Park Slope  
Holyoke, MA 01040

This is a three-year term; said term will expire on June 30, 2029.

Sincerely,



Joshua A. Garcia, Mayor  
JAG/nmo

CC: Michael Sullivan  
Eric Nakajima, Director of Planning & Development



MAYOR JOSHUA A. GARCIA

CITY OF HOLYOKE

April 15, 2026

The Honorable City Councilors  
City of Holyoke  
Holyoke, MA 01040

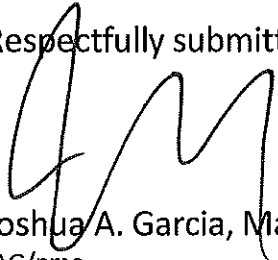
Dear Councilors,

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

Mr. Stephen C. Fay  
218 Pleasant Street  
Holyoke, MA 01040

Mr. Fay will serve a three-year term; said term will expire July 1, 2029.

Respectfully submitted,

  
Joshua A. Garcia, Mayor  
JAG/nmo

CC: Stephen C. Fay  
Eric Nakajima



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

City Solicitor

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

April 15, 2026

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

**RE: Opinion Regarding Appointment by Mayor of Temporary Treasurer**

Councilors:

As a result of the April 7, 2026, City Council meeting, the City Council requested a legal opinion regarding the following,

“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.”

The City of Holyoke Charter (the “Charter”) provides that, “[the] city council shall also in the month of January, beginning in calendar year 2026, elect by ballot one treasurer who shall hold the office for the term of three (3) years beginning with the first Monday in February in the year of the election and until a successor is elected and qualified unless the position is sooner vacated.” *See Charter* at Section 15. To date, the City Council has not elected a City Treasurer by ballot. Therefore, there is technically a vacancy in the position.

Generally, the Charter requires that the City Council elect a new City Treasurer in the event of a vacancy. The Charter specifically states, “[i]n case of a vacancy in the office of city clerk or city treasurer the city council shall elect a city clerk or city treasurer to fill such vacancy until the next municipal year; and in case of any disability in the city clerk or in the city treasurer to perform the duties required by this act or by law the city council shall elect a city clerk or city treasurer pro tempore. In each of such cases the city clerk or city treasurer shall be sworn and



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

City Solicitor

Kathleen E. Degnan, Esq.

Jane L. Mantolesky, Esq.

Michael D. Bissonette, Esq.

Mary E. Gotham, Paralegal

shall perform such duties.” See Charter at Section 6. However, the analysis of the appointment of the City Treasurer in the event of vacancy does not end there.

Specifically, MGL c. 41, Section 61A provides, “[i]f the office of ... city treasurer...is vacant, or if any such officer, because of disability or absence, is unable to perform his duties, the mayor, without confirmation by the city council, any provision of a city charter to the contrary notwithstanding, **shall** appoint a temporary officer to hold such office and exercise the powers and perform the duties thereof until another is duly elected or appointed and has qualified according to law, or the officer who was disabled or incapacitated resumes his duties.” The operative language of the statute provides that regardless of any Charter provisions, the Mayor is required to appoint a temporary City Treasurer without City Council appointment if there is any vacancy. Therefore, the language of the Charter is superseded by MGL c. 41, Section 61A and the Mayor must appoint a temporary City Treasurer.

The appointment by the Mayor of a temporary City Treasurer is not limited in any way as it relates to qualifications. While the Charter states that, “[t]he qualifications for the position of treasurer shall be established by ordinance”<sup>1</sup>, again, the Mayor may act under MGL c. 41, Section 61A regardless of the Charter language. Therefore, the Mayor is not required to consider the qualifications established by ordinance or otherwise when acting pursuant to MGL c. 41, Section 61A.

The Mayor’s appointment of a temporary City Treasurer is limited to a period of sixty (60) days pursuant to MGL c. 41, Section 61A. At the end of the sixty (60) days, the temporary City Treasurer would have completed the term. If the City Council had not elected a City Treasurer by that time, then there would be another vacancy in the position and the same cycle as above would repeat. I have found no case law or other authority that provides that the same person cannot be “re-appointed” temporarily and as noted in a prior legal opinion from 2016, the past practice has been to extend temporary appointments if needed; see enclosed.

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

---

<sup>1</sup> Charter at Section 15.



Mayor Joshua A. Garcia

Lisa A. Ball, Esq.

City of Holyoke

City Solicitor

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

Very truly yours,

Jane Mantolesky  
Assistant City Solicitor

January 25, 2016

Mayor Alex B. Morse  
Holyoke City Hall, Room 1  
536 Dwight Street  
Holyoke, MA 01040

**Re: Tax Collector Vacancy and Appointment**

Dear Mayor Morse,

Recently you requested a legal opinion as to the options for appointment of a Tax Collector in light of Mr. Guzman's recent resignation. Specifically, it was asked whether the Treasurer could be appointed to act as the Tax Collector. I would note that similar questions arose in 2011 and were addressed in a January 11, 2011 legal opinion by then Solicitor Ball to the City Council.

As an initial matter, Section 15 of the City Charter vests the appointment of the Collector of Taxes with the City Council. In accordance with Section 15, a vacancy in the office:

shall be filled by the election or appointment of a successor in the same manner as the previous incumbent was elected or appointed, and the person elected or appointed to fill the vacancy shall hold his office for the remainder of the term during which his predecessor would have been entitled to hold the same.

Mr. Guzman was initially appointed by the City Council on March 15, 2011 and was re-appointed on January 7, 2014. Therefore, if an appointment is made by the City Council pursuant to Section 15 to fill the vacancy, the person so appointed will serve until the end of Mr. Guzman's term in January 2017.

In the event that the City Council does not make such an appointment as of the date the office is vacant, the Mayor is required to appoint a temporary officer to hold such office until another is appointed. M.G.L. ch. 41, § 61A states:

If the office of...city collector of taxes...is vacant...the mayor, without confirmation by the city council, any provision of a city charter to the contrary notwithstanding, shall appoint a temporary officer to hold such office and exercise the powers and perform the duties thereof until another is duly elected or appointed and has qualified according to law.... (emphasis added)

Such a temporary appointment is limited by the statute to sixty (60) days, however, as we have seen in practice, additional sixty day appointments may be made as necessary in order to keep the office filled in the event that another candidate is not appointed.

Prior to a temporary appointment of the Treasurer as Tax Collector pursuant to M.G.L. ch. 41, § 61A, a ruling from the State Ethics Commission should be sought to determine whether there is any conflict of interest. Generally speaking, M.G.L. ch. 268A, § 20 prohibits a municipal employee from having a financial interest in a contract with his or her employing municipality. The State Ethics Commission extends the term "contract" to include employment agreements; therefore a municipal employee potentially violates Section 20 by taking a second paid position with the municipality. A conflict may be avoided if the Treasurer were to not accept any additional salary in connection with the appointment as Tax Collector; however, this should be confirmed with the Ethics Commission.

Another option that was also considered in 2011 is for the City to vote to authorize the Treasurer to act as Tax Collector under M.G.L. ch. 41, § 1. Section 1 states that a town shall elect a tax collector "unless the town votes to authorize its treasurer to act as collector." Although Section 1 references a town, "officers of cities shall have the powers and be subject to the liabilities of the corresponding town officers, if no other provisions are made relative to them." M.G.L. ch. 41, § 3. I am not aware of any other provisions of Chapter 41 relative to "city" treasurers, and in fact, M.G.L. ch. 60, § 90 specifically references a city appointing its treasurer as collector of taxes. Therefore, it is my opinion that the City, through a vote of the City Council could vote to authorize the Treasurer to act as Tax Collector. Such a vote would give the Treasurer all the powers of the Tax Collector, including the appointment of deputy collectors and the issuance of warrants.<sup>1</sup>

Under this scenario, the Treasurer would act as the Tax Collector until such time as the City Council votes to make a permanent appointment. Again, it must be taken into consideration as to whether there is any conflict of interest. However, if the City were to vote to authorize the Treasurer to act as Tax Collector pursuant to Ch. 41, § 1, the Treasurer is not necessarily being appointed to a second position, but rather is taking on additional duties in her current position. I would also recommend that this interpretation be confirmed with the State Ethics Commission though.

As noted above, it is my opinion that a vote to authorize the Treasurer to act as the Tax Collector would not prohibit the City Council from making a permanent appointment to the position of Collector. In order to actually combine the offices of Treasurer and Collector, a charter change would be needed. With the resignation of the current Tax

---

<sup>1</sup> See M.G.L. ch. 41, § 37, "A town treasurer, acting as collector of taxes, may, subject to the approval of the commissioner of corporations and taxation, appoint deputies...and such collector and deputies shall have all the powers of collectors of taxes....A treasurer acting as collector may issue his warrant to the sheriff of the county or his deputy...and may proceed in the same manner as collectors." See also M.G.L. ch. 60, § 90, "If a city or town appoints its treasurer as collector of taxes, he may issue his warrants to collect to a deputy collector, returnable in sixty days, requiring him to collect any and all taxes due..." (emphasis added)

Collector, now would obviously be a good time to consider any changes to the City Charter that might be needed.

To summarize, the City Council is vested with the appointment of the Tax Collector. However, with a vacancy in the office, if the Council does not make an appointment, the Mayor shall appoint a temporary officer. If the Treasurer were to be appointed temporarily, the Ethics Commission should be consulted for an opinion. Alternatively, the City could vote to authorize the Treasurer to act as the Tax Collector, which would give the Treasurer all the powers of the Tax Collector. Again, the Ethics Commission should be consulted to make sure that there is no conflict of interest under this scenario.

I trust the above addresses your concerns. Please feel free to contact me if you would like to discuss further.

Sincerely,

Kara Lamb Cunha  
Assistant City Solicitor



Mayor Joshua A. Garcia

Director Kelly Curran

City of Holyoke

Human Resources Department

**Date:** April 13, 2026

**To:** Honorable Members of the Holyoke City Council

**From:** Kelly A. Curran

**Subject:** Update on City Auditor Recruitment and Selection Process

**Dear Councilors,**

I am writing to provide a formal update on our ongoing efforts to recruit a permanent City Auditor. As the city continues its [Municipal Finance Modernization](#) and works to address long-delayed audits, securing a qualified and capable candidate for this role remains a top priority.

**Recruitment Summary:**

The recruitment process has yielded the following results to date:

- **Posting/Advertisements:** The opportunity was posted on the [City Website](#), Civic Match, Commonwealth Beacon, [Indeed](#), LinkedIn, [MMAAA](#), [MGFOA](#), [MMA](#), Massterlist, and NESGFOA.
- **Direct Applicant Pool:** A total of **9 candidates** submitted applications directly to the city. Following a rigorous review/prescreening against the [posting requirements](#) and professional qualifications, only **one candidate** was found to possess the necessary credentials and experience to be deemed suitable for a formal interview and recommendation to the Council.
- **Staffing Agency Engagement:** To widen the search, the city engaged a professional staffing agency. The City interviewed **four additional candidates**; however, one highly qualified candidate accepted an offer the day after we interviewed her and the other individuals did not meet the specific municipal experience or technical skill sets required.

**Current Status & Next Steps:**

Despite the volume of applications, the scarcity of candidates with specialized municipal auditing experience highlights the competitive nature of this field. This candidate comes to us qualified with years of municipal experience, has done similar work in two other Massachusetts communities and we feel she would be an asset to the City. We hope the council moves forward with the appointment.

Respectfully,

Kelly A. Curran  
Human Resources Director



April 15, 2026

**To:** Honorable Members of the Holyoke City Council

**Subject:** Update on City MMA Recruitment and Selection Process

**Dear Councilors,**

I am writing to provide a formal update on our ongoing efforts to recruit for the positions recently created by the Municipal Modernization Act. These include CAFO, Comptroller, Auditor, Treasurer/Collector, and Director of Technical Assistance.

These positions have been posted on a mix of the following: the [City Website](#), Civic Match, Commonwealth Beacon, [Indeed](#), LinkedIn, [MMAAA](#), [MGFOA](#), [MMA](#), Massterlist, and NESGFOA.

The recruitment process has yielded the following results to date:

- **Auditor:** A total of nine candidates applied directly to the city, with an additional four sourced through a staffing agency. Following our screening, one candidate with the desired municipal experience remains. We recommend moving this candidate forward for an interview and potential appointment by the City Council for the City Auditor position.
- **CAFO:**
  - **Direct Applicant Pool:** We received 14 applications. Of those candidates, the screening committee felt only 3 came close to being qualified. Two (2) will be recommended to move forward to the Mayor for an interview and final selection.
  - **Staffing Agency Engagement:** To widen the search, the city engaged a professional staffing agency for the CAFO role. The City interviewed 2 candidates; however, individuals did not meet the specific municipal experience or technical skill sets required.
- **Comptroller:** The City has appointed internal candidate Sharon Bittner-Willis as Comptroller. Currently serving as Acting City Auditor and previous Professional Accountant, Sharon has consistently demonstrated the leadership, technical expertise, and drive essential for this role.
- **Treasurer Collector:** The City has recommended current Tax Collector Laura Wilson Shaw to serve as the new Treasurer/Collector. This appointment will take effect once the permanent City Auditor is seated, allowing the Acting Auditor to transition into the Comptroller role. As part of this reorganization, payroll operations will move from the Treasurer's office to the Comptroller's department.
- **Director of Technical Assistance:** We received six applications for the Director of Technical Assistance role. After an initial review, three candidates were disqualified due to a lack of municipal, IT, or leadership experience. The remaining three candidates will move forward to interviews with the screening committee.

Respectfully,

Kelly A. Curran  
Human Resources Director



CliftonLarsonAllen LLP  
200 Brickstone Square, Unit 103  
Andover, MA 01810

claconnect.com

April 14, 2026

To: City Council Finance Sub-Committee

CC: Mayor Garcia  
Deb Wagner, Director of Accounts, Division of Local Services

RE: Cash reconciliations

Dear City Council Finance Sub-Committee:

Per the City's request, I am providing you with a brief update on the work we, CliftonLarsonAllen LLP ("CLA"), are performing regarding the City's cash reconciliations through a contract with the Massachusetts Department of Revenue. The scope of the project is as follows:

For the fiscal year 2023 through fiscal year 2025 CLA will 1) reconcile the City's, including the School's, cash accounts from the City Treasurer's cash book to individual bank statements and 2) reconcile the updated Treasurer's cash book to the cash accounts per the City's general ledger (MUNIS). This work is necessary for a multitude of reasons, but most notably in order for your external auditors to provide an opinion and issue the City's fiscal year 2023 financials.

As of today, fiscal year 2023's full reconciliation (Treasurer's cash book to bank and Treasurer's cash book to GL) has been completed and documentation turned over to your external auditors. The current work is now focused on Treasurer's cash book to bank for fiscal year 2024. Some of the "highlights" from the fiscal year 2023 work is as follows:

- Over 2,000 lines of reconciling items between Treasurer's cash book and the bank.
  - This included approximately \$15M in wires that cleared the bank but were not on a vendor warrant or posted on the Treasurer's cashbook. Per Massachusetts General Law Chapter 41, Section 56, all payments must be included on a warrant prior to payment.
- Over \$790K of voided checks that were "one-sided", meaning only on the Treasurer's cash book or GL.
- The vast majority of reconciling items related to deposits that do not tie perfectly to the transactions posted.
- Many of the items posted to the wrong bank accounts.

April 14, 2026

CLA

Page 2

With three different GL systems (City, School, and Gas/Electric), over 60 bank accounts, and performing the work years after the fact the project is time consuming and challenging, but great progress is being made. Our work will also include templates, instructions, and best practice moving forward for this work so that City will have these resources moving forward.

We want to thank the City for their cooperation during this project and providing us with the necessary information when asked.

Sincerely,

A handwritten signature in black ink that reads "Shawn McGoldrick". The signature is written in a cursive, flowing style.

Shawn McGoldrick, CGA, MBA



**Date:** April 10, 2026  
**To:** The Honorable City Council  
**From:** The Community Preservation Act Committee  
**Re:** FY26 Funding Recommendations

The City of Holyoke Community Preservation Act Committee (CPAC) is pleased to share its funding recommendations for FY26. The CPAC determined that all recommended projects meet eligibility requirements, align with the goals expressed in the Community Preservation Plan, and provide a substantial public benefit to the City of Holyoke.

At its public meeting held 4/8/26, the CPAC voted to recommend 6 projects for funding listed below in order of votes received. The 6 projects total \$671,960.

Project	Requested By	Category	Amount	% of total	Ward
1. Scott Tower at Anniversary Hill Park	COH Dept. Of Conservation & Sustainability	Recreation	\$200,00	28%	6
2. City Hall Steps	COH, City Hall	Historic	\$100,000	65%	1
3. Horse Restoration (4)	Friends of MGR	Historic	\$31,960	95%	1
4. Window Restoration	Holyoke Health Center	Historic	\$225,000	100%	1
5. Butler’s Pantry, Wisteriahurst	COH Wisteriahurst Museum	Historic	\$65,000	95%	4
6. Dwight St Garden	Neighbor to Neighbor	Recreation	\$50,000	47%	1

Its recommendations align with the CPA funding categories as follows:

Historic: \$421,960      Open Space/Rec: \$250,000      Housing \$0

*Note: A minimum of \$81,035 (10%) of the total funds available must be allocated to each category, either this fiscal year, or reserved for future grant cycles. Housing has a surplus of \$100,649, from this year & last.*

Projects receiving Council approval will enter into a Grant Agreement with the following conditions:

- Contracts will outline specific conditions on the scope of work
- Timely submission of progress/budget reports and any other requirements as determined by CPA legislation and the Holyoke CPAC will be required
- No disbursements of funds may occur until all necessary permits and approvals are received
- In the event that the grant recipient should request a change to the funding conditions such as an extension for project completion or change in the Scope of Work (in keeping with the spirit and intent of the project), the recipient may request, and the Holyoke CPAC may, in its sole discretion, approve an extension the Committee considers appropriate for good cause shown
- Funds not spent on a project will be made available for future appropriations to other recipients
- Other conditions as deemed necessary and defined within the grant agreement with the city

The content of this memo applies to all 6 recommendations, with summaries of each presented individually, along with links to the full applications; budgets; letters of support, etc. A spreadsheet of **all FY26** projects that applied and were found eligible can be found [here](#).

**CPA FY26 Funding Recommendation #1**  
**\$200,000**  
**for Scott Tower Improvements at Anniversary Hill Park**

<b>Project Title:</b> Scott Tower Improvements	<b>Category:</b> Open Space/Public Recreation
<b>Location:</b> Scott Tower Rd	<b>Requested:</b> \$200,000
<b>Applicant:</b> COH, Conservation & Sustainability	<b>% of Total Project Cost:</b> 28%
<b>Project Application:</b> <a href="#">Scott's Tower FY26</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

This project requests financial assistance for Phase II of improvements to Holyoke’s historic Anniversary Hill Park, focused on the restoration of Scott Tower and adjacent landscaping. The proposal is based on the results of a full structural evaluation report and prepared site eplans by GZA Geoenvironmental on behalf of the city, all informed by community feedback gathered through the past few years.

The project will consist of a series of major improvements to the tower, including capping the tower base with quality cement pavement, replacement of interior steps with an aluminum spiral staircase and fieldstone wall masonry will be repointed and mortared as necessary across the entire structure. A new cement concrete ramp with aluminum railing will be added to the NW quadrant of the Scott Tower platform, and the surrounding drive will be regraded and resurfaced.

Landscaping improvements around this area will link Scott Tower with the prior accessible pathway improvements. Work is planned to begin in the Spring of 2026 with estimated completion by summer of 2026. Following this schedule, a Grand Reopening of the Center will occur in August 2026.

The city was awarded a \$425,000 PARC grant on 10/17/25, which will cover 58% of the total project costs. Additionally, the city has already allocated \$100,000 in CPA funding for this project in a previous award in FY23. The present request is for \$200,000 to cover the remaining costs.



**CPA FY26 Funding Recommendation #2**  
**\$100,000**  
**For Holyoke City Hall Granite Stairs & Pillars**

<b>Project Title:</b> City Hall Granite Stairs	<b>Category:</b> Historic
<b>Applicant:</b> COH	<b>Request:</b> \$100,000
<b>Location:</b> 536 Dwight & 20 Veterans Plaza	<b>% of Total Project Cost:</b> 65%
<b>Project Application:</b> <a href="#">City Hall Granite Steps</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

The City of Holyoke is seeking additional funding to advance the preservation and rehabilitation of the historic City Hall Granite Stairs and the Annex Stone Pillars. This request supplements the FY25 award of \$30,000, which funded preliminary scoping work. The proposed \$100,000 in additional funding will enable the City to complete a detailed conditions assessment, identify preferred repair alternatives, MHC permitting, and prepare bid-level drawings and cost estimates. These deliverables will serve as the foundation for future permitting, bidding, and construction once implementation funding becomes available.

Preserving and repairing these historic elements supports the City’s broader commitment to maintaining safe, functional, and welcoming public facilities. The project aligns with the Holyoke Community Preservation Plan by investing in the protection and restoration of a significant historic resource using sustainable design and preservation practices.

Ongoing maintenance following project completion will be incorporated into the City’s Facilities Department maintenance plan. Regular inspections and upkeep will ensure that future deterioration is addressed promptly, extending the life of these critical public assets.



City Hall North Entry Lower Stairs



City Hall Annex North Entrance

**CPA FY26 Funding Recommendation #3**  
**\$31,960**  
**for Restoration of 4 horses at the Holyoke Merry-Go-Round**

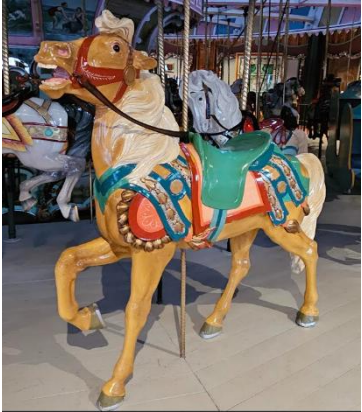
<b>Project Title:</b> Restoration of 4 Horses	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Friends of MGR	<b>Request:</b> \$31,960
<b>Location:</b> 221 Appleton St in Heritage Park	<b>% of Total Funding:</b>
<b>Project Application:</b> <a href="#">HMG Horse Restoration</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

The Friends of the Holyoke Merry-Go-Round requests funding for the complete restoration of four of its most significantly damaged, 98-year-old, hand-crafted wooden horses. The scope of work includes costs associated with transportation to and from the restoration site, professional museum-quality restoration, and the installation of new brass sleeves. In addition, plaques will be ordered to acknowledge and express our gratitude for the grant support we have received from the CPA. The four horses selected for restoration are part of the original forty-eight that serve as the signature features of the Philadelphia Toboggan Company Merry-Go-Round, PTC #80, which was installed at Holyoke’s beloved Mt. Park in 1927.

In 2003, the Friends of the Holyoke Merry-Go-Round, Inc. began a collaboration with the Carousel Museum with the goal of fully restoring all 48 carousel horses. Since that time, 33 of the 48 horses have been restored. Through the support of a previous CPA grant, the Friends were able to purchase newly designed stirrups that enhance the safety of the ride. Consultations with mechanical engineering professionals have guided upgrades to aging mounting hardware, ensuring that each restored horse can be safely secured when returned and remounted. Additionally, the placement of all attachments—such as leather reins and seat belts—has been modified to prevent further damage to the horses’ legs, heads, and saddles from metal rings and buckles. Vendor relationships have also been established to ensure that the mechanical and specialty parts needed for future restorations remain readily available.

**Renovation Candidates:**



**CPA FY26 Funding Recommendation #4**  
**\$225,000**  
**for Child’s Building Window Restoration**

<b>Project Title:</b> HHC Window Restoration	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Holyoke Health Center	<b>Request:</b> \$225,000
<b>Location:</b> 275 High St.	<b>% of Total:</b> 100% of this phase only
<b>Project Application:</b> <a href="#">HHC Window Restoration</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

This project involves the replacement of existing plywood-covered windows at 275 High Street in downtown Holyoke, Massachusetts. The building is a highly visible and historically significant property, reflecting Holyoke’s industrial and cultural heritage. Window replacement is a critical step in restoring the architectural integrity of the structure and enabling its adaptive reuse. Once renovated, the Holyoke Health Center will use the space to expand its Health Care Workforce Development initiatives and provide enhanced medical services to the community.

The project addresses two major community needs: preservation of a key historic resource and expansion of healthcare access and workforce training opportunities. The building currently detracts from the appearance of downtown due to boarded windows. Replacing these with historically appropriate, energy-efficient windows will restore the property’s character and contribute to the broader revitalization of High Street.

The Holyoke Community Preservation Plan identifies historic preservation and community revitalization as key priorities. This project supports those goals by investing in the rehabilitation of a significant downtown property, protecting its historic character, and ensuring its continued use as a community-serving facility.



Before & After Renditions of Window Restoration

**FY26 Funding Recommendation #5**  
**\$65,000**  
**for Butler's Pantry Restoration, Wisteriahurst Museum**

<b>Project Title:</b> Buter's Pantry Restoration	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Wisteriahurst	<b>Requested:</b> \$65,000
<b>Location:</b> 238 Cabot St.	<b>% of Total Cost:</b> 95%
<b>Project Application:</b> <a href="#">Wisteriahurst Butler's Pantry</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

Funding will be used to repair/replace rotten, toxic, and damaged flooring in the pantry and linen closet; restore the cabinets; and replace outdated lighting and electrical.

Restoration work for the Butler's Pantry includes replacing the sub floor, removing asbestos tile, and tiling the floor with period-appropriate tile. This work will extend into the Laundry Room as well, since the Butler's Pantry and Laundry Room flooring are connected.

Other restoration work includes repainting the cabinets, replacing light fixtures, and adding curatorial materials including signage and artifacts for the exhibit. Asbestos and lead paint remediation will also be necessary for this project.

Restoration of the Butler's Pantry is necessary in order to make the space available to visitors as current conditions make the Butler's Pantry unsafe for museum guests. Once repaired, the Butler's Pantry will not require any ongoing maintenance besides minor cleaning and repairs. Fixing these hazards will contribute to the sustainability of the museum, preserving the integrity of this historic building.



Close-up of hole in the flooring and asbestos tiles



Close-up of cabinet condition and lead paint cracking

**CPA FY26 Funding Recommendation #6**  
**\$50,000**  
**For Dwight Street Community Garden Revitalization**

<b>Project Title:</b> DSCG Revitalization	<b>Category:</b> Open Space/Public Recreation
<b>Applicant:</b> Neighbor 2 Neighbor (N2N)	<b>Requested:</b> \$50,000
<b>Location:</b> 772 Dwight St	<b>% of Total Cost:</b> 47%
<b>Application:</b> <a href="#">N2N Dwight St Garden FY26</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

The Dwight Street Garden revitalization project will update and expand the free and open community garden in downtown Holyoke to further develop this accessible, productive, green space. Anchored in principles of food justice, environmental sustainability, and cultural relevance, the project will redesign the garden. The community-informed redesign plans were developed in collaboration with the Conway School and will make the space more accessible for seniors and wheelchair users, add fruit trees, construct new raised beds, move and rebuild the border fence, enhance outreach infrastructure, and install an electrical outlet.

Located in a neighborhood that lacks access to fresh produce and green space, the garden will support residents in growing culturally appropriate food, learning sustainable gardening practices, and gathering for workshops, events, and mutual aid. Community members have expressed strong enthusiasm for the garden’s restoration, and volunteers are ready to implement the plan with support from local partners, including the Holyoke Food and Equity Collective (composting, education), Wellspring (landscape design and budgeting), and Dave’s Natural Garden (plant donations). Once revitalized, the garden will serve as a long-term hub for community learning, intergenerational connection, and neighborhood resilience.

In spring 2025, volunteers completed phase one of the project by building four new raised beds, constructing a shed and picnic table, and updating paths.



Views from Dwight Street, which are the primary views of the site the East-West contiguity of the parcels.



## CPA FY26 Funding Application Still in Process for Nick’s Nest Chicago Bandbox and Jukeboxes

<b>Project Title:</b> Nick’s Nest Bandbox	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Nick’s Nest Restaurant	<b>Request:</b> \$20,000
<b>Location:</b> 1597 Northampton St	<b>% of Total:</b> TBD
<b>Project Application:</b> <a href="#">Nick’s Nest</a>	<b>% of Recommendation/Request:</b> TBD

### **Application Status:**

The funding application for Nicks Nest requires a historic determination from the Historic Commission, per the state CPA law. It is not on either the State or Federal historic register. All other FY26 historic projects are on either the state or federal historic register, making them automatically eligible for funding in that category without Historic Commission review.

The Holyoke Historical Commission has been in transition for several months and lacks the quorum needed to hold a meeting. Once a quorum is established, the Historic Commission will review the project and determine if the Bandbox, etc is a local historic artifact. If the Historic Commission determines it is a historic artifact, it will become eligible for CPA funding and the CPAC will vote as soon as possible.

An overview of the application with CPAC’s recommendation will be provided to the City Council once this process has occurred.

### **Conclusion**

“The CPAC is proud of these recommendations and believes each project will bring great value to our city. The CPAC chair and other committee members are available to answer any questions.

To summarize using the words from the State CPA Coalition: *The Community Preservation Act (CPA) is a smart growth tool that helps communities preserve open space and historic sites, create affordable housing, and develop outdoor recreational facilities. CPA also helps strengthen the state and local economies by expanding housing opportunities and construction jobs for the Commonwealth's workforce, and by supporting the tourism industry through preservation of the Commonwealth’s historic and natural resources.* [Click here to download a one-page overview flyer about the Community Preservation Act.](#)

Dear Members of the Planning Board,

We are writing to respectfully request clarity regarding the community engagement efforts undertaken over the past twenty-four months in connection with the consultant engaged to support the City's zoning and comprehensive planning work.

As outlined in the current proposal, the city is advancing a substantial package of forty-seven zoning amendments. While many of these changes may be described as technical, their collective impact is significant and will directly affect residents, property owners, and neighborhoods across the community.

Given the scale and breadth of these amendments, it is important that the public has a clear understanding of how community input has informed this work. Specifically, we respectfully ask that the Planning Board provide:

- The name of the consultant or consulting team engaged for this effort
- A summary of outreach activities conducted over the past twenty-four months
- Documentation of public meetings, workshops, or stakeholder sessions
- Information on how feedback from residents and affected communities was incorporated into the proposed changes

We express concern regarding the current public review timeline. A single hearing scheduled for April 14th does not provide sufficient opportunity for the community to fully understand a proposal of this size and complexity. These forty-seven changes require careful review, discussion, and accessible explanation.

We respectfully ask:

- Will there be additional public meetings or engagement opportunities beyond the April 14th hearing? Will there be neighborhood outreach so smaller groups can learn more and get questions answered?
- Will the community have further opportunities to review and provide input before the City Council proceeds to a vote? Will this be done at the neighborhood level to encourage feedback and smaller groups?
- Will any charettes be conducted for full community engagement?
- What community level engagement is the city planning?

Equally important is accessibility. For meaningful participation, materials and engagement opportunities should be available in multiple languages and tailored to diverse literacy needs. This is essential for inclusive outreach and for supporting full understanding among all members of the community.

These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED  
APR 03 2026

We appreciate your attention to these concerns and look forward to your response.

Holyoke City Clerk's  
Holyoke, MA

Respectfully,

Name (printed)	Signature	Address
SALLY B. CARLTON	Sally Blarctm	84 Ridgewood Ave.
Donna A. Dupont	Donna A. Dupont	28 Mason Road
Nicole C. Arnold	N Arnold	124 Ridgewood Ave
Jose Adastra	Jose Adastra	139 Hillside Avenue
Talon Logg (OC)	Talon Loggisci	139 Hillside Avenue
Hattie Adastra	Hattie Adastra	139 Hillside Avenue
Elyse Cann	Elyse Cann	143 Hillside Ave.
William Bevan	William Bevan	18 Gilman St
David Weinberg	David Weinberg	3 Hillcrest Ave.
Heather Ludden	Hmg	144 W Meadowview Rd
Jordana O'Connell	Jordana O'Connell	50 Woodland St
Beth Strycharz	Beth Strycharz	25 Woodlany St
Mary Healy MARY HEALY	Mary Healy	157 S. Martin St.

13










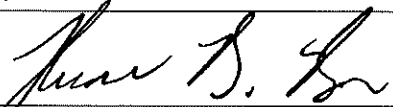



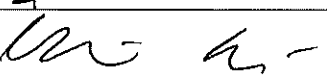
These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED

We appreciate your attention to these concerns and look forward to your response.

Respectfully,

APR 03 2026

Name (printed)	Signature	Address	Holyoke City Clerk's Holyoke, MA
Jessica Montagna		79 Brookline Ave	
Joel Coburn		131 Norwood Ter	
Anna frontiero		131 Norwood terrace	
Grace Van Schoick		11 Granville St.	
Katherine Gonsalves		11 Granville St.	
Linee Perroncel		12 LORRAINE ST	
Lucila Bruno		77 Brookline Ave	
Jeffrey Cutler		84 Brookline Ave	
Kara Bear		44 Francis Ave	
Thurman Bear		44 Francis Ave	
Joelyn Weigel		78 Belvidere Ave	
Andrew Weigel		78 Belvidere Ave	
Jacob Edwards		9 Alto St.	
Madeline Levine		9 Alto St. 12	

These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED

We appreciate your attention to these concerns and look forward to your response.

APR 03 2026

Respectfully,

Holyoke City Clerk's  
Holyoke, MA

Name (printed)	Signature	Address Holyoke, MA
Kimberli Paine	<i>Kimberli Paine</i>	27 Mount Tom Ave Holyoke
DAVE WERNICK	<i>Dave Wernick</i>	31 Mt. Tom Ave
Jennifer Bergstrom	<i>Jennifer Bergstrom</i>	47 mount tom Ave
Adam Munska	<i>Adam Munska</i>	47 Mount Tom Ave.
Nicole Moller	<i>Nicole Moller</i>	9 Woodbridge St
Michael Moller	<i>Michael Moller</i>	9. Woodbridge st.
Jennifer Brunette	<i>Jennifer Brunette</i>	19 Woodbridge St
Douglas Brunette	<i>Douglas Brunette</i>	19 Woodbridge St.
MARY CATALFAMO	<i>Mary Catalfamo</i>	18 Woodbridge st
Karen Blackwell	<i>Karen Blackwell</i>	15 Mt Tom Ave
JOYCE BELANGER	<i>Joyce Belanger</i>	14 Mt. Tom Ave
REGIS BELANGER	<i>Regis Belanger</i>	14 Mt Tom Ave
Ellen Harker Wall	<i>Ellen Harker Wall</i>	134 W. Meadowview Rd.

13

These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

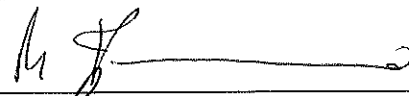
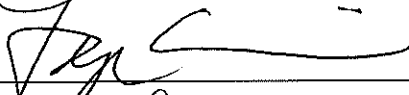
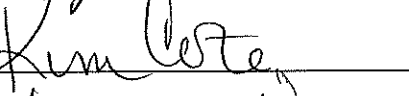



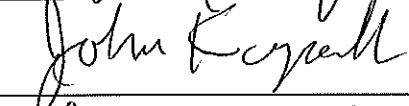


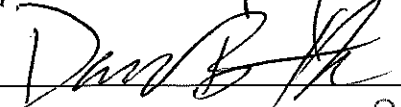
RECEIVED

APR 03 2026

We appreciate your attention to these concerns and look forward to your response.

Respectfully,

Holyoke City Clerk's  
Holyoke, MA

Name (printed)	Signature	Address
✓ PAOLA FERRARIO		180 MICHIGAN AVE
✓ FAYE HIRSOFF		180 Michigan Ave
✓ Kim Cote		179 Michigan Ave
✓ <del>CHRISTINE WODECKI</del> <del>Christine Wodecki</del>	<del>Christine Wodecki</del>	175 Michigan Ave
✓ PAUL WODECKI		175 MICHIGAN AVE
✓ Daniel Goodkind		150 Michigan Ave
✓ Donald Brunelle		139 Michigan Ave.
✓ John Kozuch		136 ONTARIO AV
✓ Deborah Lubold		142 Ontario Ave.
✓ Carol L. Esperance		167 Ontario Ave
✓ <del>Christine M. Michon</del> <del>Christine Michon</del>	<del>Christine Michon</del>	129 ONTARIO AVE
✓ <del>Debbie Poppo</del> <del>Debbie Poppo</del>	<del>Debbie Poppo</del>	187 Michigan Ave
✓ David Harlan's		172 Michigan Ave

13



These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED

APR 03 2026

We appreciate your attention to these concerns and look forward to your response.

Respectfully,

Holyoke City Clerk's  
Holyoke, MA

Name (printed)	Signature	Address
✓ Mary S. Dettloff	Mary S. Dettloff	138 W. Meadowview Rd.
✓ Angel B. Ludden	Angel B. Ludden	144 W. Meadowview Rd.
✓ Michael Hardy	Michael Hardy	174 Bemis Rd
✓ Nancy Blanchard	Nancy Blanchard	161 Bemis Rd.
✓ Dexter Gess	DEXTER GESS	156 Bemis Rd
✓ Packer Althausser	Packer Althausser	43 Mount Tom Rd

5

These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED  
APR 03 2026

We appreciate your attention to these concerns and look forward to your response.

Respectfully,

Holyoke City Clerk's  
Holyoke, MA

Name (printed)	Signature	Address
✓ Dennis Whitelock	<i>Dennis Whitelock</i>	137 Norwood Ter
✓ Hayley Nicholas	<i>Hayley Nicholas</i>	61 Norwood Ter
✓ Forest Lamis-Dulong	<i>Forest Lamis-Dulong</i>	155 Norwood Ter
✓ Kat Kowalski	<i>Kat Kowalski</i>	155 Norwood Ter
N Izzy Akdikmen	<i>Izzy Akdikmen</i>	61 Norwood Ter
✓ Lani Blechman	<i>Lani Blechman</i>	112 Columbus Ave
<del> </del>		
<del> </del>		
<del> </del>		
<del> </del>		
<del> </del>		
<del> </del>		
<del> </del>		
<del> </del>		

5



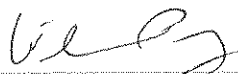


These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED  
APR 03 2026

We appreciate your attention to these concerns and look forward to your response.

Respectfully,

Holyoke City Clerk's  
Holyoke, MA

Name (printed)	Signature	Address
✓ William Perry		204 Michigan Ave
✓ Margot Wise		50 Francis Ave
✓ ELIZABETH DAIGNAUT		54 WOODS AVE
<del>_____</del>		

3

These proposed changes represent a major shift in zoning policy. A transparent record of public engagement, along with clarity on the consultant's role and a reasonable timeline for review, will help build trust, support informed decision making, and allow residents to fully understand how these changes may affect them.

RECEIVED

We appreciate your attention to these concerns and look forward to your response APR 08 2026

Respectfully,

Holyoke City Clerk's  
Holyoke, MA

Name (printed)	Signature	Address
✓ John Cleaney	<i>John Cleaney</i>	57 Hitchcock
✓ Don Miller	<i>Donald R Miller</i>	258 Ingleside St.
✓ Miguel Rivera	<i>Miguel Rivera</i>	133 Skyview terr.
✓ Michael Athas	<i>Michael Athas</i>	25 EDWARD DR
N Kimberly Dube	<i>Kimberly Dube</i>	32 EDWARD DR.
✓ Robert Robson	<i>Robert Robson</i>	64 Hitchcock Dr
✓ Thomas D McNamee	<i>Thomas D McNamee</i>	83 LYNN DR SE

6



**NOTICE OF DECISION**  
**SPECIAL PERMIT (Sec 5.3.1)**  
**EXCEED HEIGHT LIMITATION**  
**HOLYOKE MALL, LP - PYRAMID COMPANIES**  
**50 HOLYOKE STREET (176-00-LOT C)**

**Date of Notice:** April 8, 2026

It is hereby certified that the Development and Governmental Relations subcommittee of the Holyoke City Council of the City of Holyoke, Massachusetts, at a duly called and properly posted meeting, voted on March 23, 2026, to recommend approval or denial of the application received on February 11, 2026. On April 7, 2026, the City Council voted unanimously to approve the recommendation and grant the special permit.

**Petitioner:** Holyoke Mall, LP - Pyramid Companies  
50 Holyoke Street  
Holyoke, MA 01040

**Owners:** same as above

**Date of Application:** February 11, 2026  
**Property location:** 50 Holyoke Street, Lot 10C  
**Project Description:** Dick's House of Sports  
**Public Hearing:** March 23, 2026  
**Date of Committee recommendation:** March 23, 2026  
**Decision of subcommittee:** Recommend approval  
**Date of City Council Decision:** April 7, 2026  
**Decision of City Council:** Approve the recommendation of subcommittee

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 City Council prior to the expiration of said approval.

**DECISION:**

The subcommittee, consisting of Richard Purcell (Chair), Michael Sullivan (Vice Chair), Mimi Panitch (Member), Nicole Maisonet (Member), and Israel Rivera (Member), voted 5-0 to recommend approval of the above referenced application for a Special Permit to exceed roof height limitations per section 5.3.1 of the Zoning Ordinance of the City of Holyoke, for the property located at 50 Holyoke Street.

**FINDINGS:**

In accordance with Section 9.3.2 Special Permits, Criteria, of the Holyoke Zoning Ordinance, the City Council made the following findings:

1. **Social, economic, or community needs-** The health of the mall and the benefit of having this sports center support the value of this proposal.
2. **Traffic flow and safety-**It is well known that the mall has adequate parking for this additional planned tenant.
3. **Utilities and other public services-** The mall has been a long time staple of the community and there are no concerns with their ability to access and utilize local utilities and public services.
4. **Neighborhood character and social structures-** This proposed tenant fits with the existing nature of the Ingleside commercial district and with the Holyoke Mall specifically.
5. **Natural environment-** The mall is an existing entity and no changes are expected.
6. **Fiscal impacts-** This is expected to create jobs, contribute to the health of the existing business entity, as well as provide additional tax revenue to the city.

**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. This approved application does not supersede or waive any other permits or approvals also required through any other city department prior to the beginning of construction of the project.

Signed

---

Tessa Murphy-Romboletti, City Council President

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

DATE: 3/31/26



CITY OF HOLYOKE CITY COUNCIL  
SECOND HAND LICENSE APPLICATION

RECEIVED

APR 03 2026

Holyoke City Clerk's  
Holyoke, MA

ADDRESS: 2225 NORTHAMPTON ST Holyoke MA 01040

APPLICANT'S NAME: BRAD M DIMIERO - BRAD MATTHEW JEWELERS

APPLICANT'S ADDRESS: SAME

APPLICANT'S TELEPHONE: 413-536-5655 EMAIL: BRADMATTHEW@VERIZON.NET

SS# FED ID # 20-538 2679

=====  
*Said license runs from May 1<sup>st</sup> to April 30<sup>th</sup> 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.

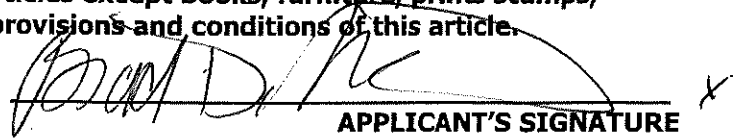
**Sec. 66-61. - Dealers or shopkeepers.**

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

**Sec. 66-39. - Persons who buy or sell secondhand articles except books, furniture, prints stamps, coins, automobiles and fabric shall be exempt from the provisions and conditions of this article.**

  
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](mailto:clerks@holyoke.org)  
Birthplace of Volleyball



Laura E. Wilson  
Tax Collector

Rory Casey  
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 4/16/26

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

Comments:

Applicant: Brad M. Dimiero (Brad Mark Alex Jeweler)

Address: 2225 Marlborough St Holyoke, MA 01040

Property Owner: AK New Plan Exchange Property

Respectfully,

Yanira Oruea  
Tax Collector  
413.322.5530

Laura J. Martini  
City Treasurer  
413.322.5560

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

DATE: 3/31/26



CITY OF HOLYOKE CITY COUNCIL  
SECOND HAND LICENSE APPLICATION

RECEIVED

APR 03 2026

Holyoke City Clerk's  
Holyoke, MA

ADDRESS: 2225 NORTHAMPTON ST Holyoke MA 01040

APPLICANT'S NAME: BRAD M DIMIERO - BRAD MATTHEW JEWELERS

APPLICANT'S ADDRESS: SAME

APPLICANT'S TELEPHONE: 413-536-5655 EMAIL: BRADMATTHEW@VERIZON.NET

SS# FED ID # 20-538 2679

=====  
*Said license runs from May 1<sup>st</sup> to April 30<sup>th</sup> 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.

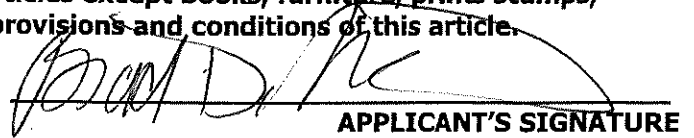
**Sec. 66-61. - Dealers or shopkeepers.**

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

**Sec. 66-39. - Persons who buy or sell secondhand articles except books, furniture, prints stamps, coins, automobiles and fabric shall be exempt from the provisions and conditions of this article.**

  
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](mailto:clerks@holyoke.org)  
Birthplace of Volleyball



Laura E. Wilson  
Tax Collector

Rory Casey  
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 4/16/26

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

Comments:

Applicant: Brad M. Dimiero (Brad Mark Alex Jeweler)

Address: 2225 Marlborough St Holyoke, MA 01040

Property Owner: AK New Plan Exchange Property

Respectfully,

Yanira Oruea  
Tax Collector  
413.322.5530

Laura J. Martini  
City Treasurer  
413.322.5560

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

*Birthplace of Volleyball*

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

DATE: 4/1/26



CITY OF HOLYOKE CITY COUNCIL  
SECOND HAND LICENSE APPLICATION

RECEIVED

APR 03 2026

ADDRESS: Holyoke mall, 50 Holyoke St, Holyoke MA 01040 Holyoke City Clerk's  
Holyoke, MA

APPLICANT'S NAME: Peter A. Hannoush

APPLICANT'S ADDRESS: 1769 Riverdale St., West Springfield MA 01089

APPLICANT'S TELEPHONE: 413-439-2841 EMAIL: Peter@Hannoush.com

SS# 019-50-8755

=====  
*Said license runs from May 1<sup>st</sup> to April 30<sup>th</sup> 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

**Sec. 66-39. - Persons who buy or sell secondhand articles except books, furniture, prints stamps, coins, automobiles and fabric shall be exempt from the provisions and conditions of this article.**

*Peter Hannoush*  
president 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](mailto:clerks@holyoake.org)  
Birthplace of Volleyball



Laura E. Wilson  
Tax Collector

Rory Casey  
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 4/11/26

In accordance with Section 82-3 of the City Ordinance, specifically:

(c) In addition to the requirements of [M.G.L.] c. 40 § 57, every city board, department, authority, or commission issuing licenses or permits in the city shall certify with the Tax Collector and the Treasurer that all taxes, fees, and assessments are current, prior to issuing any license or permit, and that all tax agreements are being complied with.

Please bring this form to City Hall and obtain each signature as required below or mail the form to the Tax Collector's Office with a stamped, self-addressed envelope. Please do not submit a Business Certificate application to the City Clerk's Office prior to completing Form A.

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

Current	Type
✓	Real Estate
✓	Personal Property
N/A	Excise
N/A	Payment Plan

Comments:

Applicant: Hannoush Jewelers (Holyoke mall)  
 Address: 1769 Riverdale St, West Springfield MA 01089 50 Holyoke St.  
 Property Owner: Holyoke Mall company LP

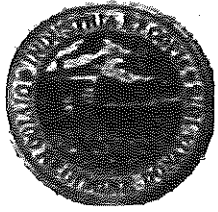
Respectfully,

Yanira D Rivas  
 Tax Collector  
 413.322.5530

Laurence J. Masterson  
 City Treasurer  
 413.322.5560

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

*Birthplace of Volleyball*



CITY OF HOLYOKE CITY COUNCIL  
SPECIAL PERMIT APPLICATION FOR

4.7.5 Non conforming

Name of Owner: Colleen Hannigan  
Address: 5 Brightwood Ave Holyoke MA 01040  
Contact Name Colleen Hannigan Address (if other) \_\_\_\_\_  
Contact Phone 413-364-8616 Fax # \_\_\_\_\_

RECEIVED

APR 14 2026

Holyoke City Clerk's  
Holyoke, MA

Name of Applicant: Wayne Versace  
(if different from owner)  
Address: 20 Hemlock Hollow Belchertown MA 01007  
Phone: 413 883-3865 Fax # \_\_\_\_\_

RECEIVED

APR 14 2026

Holyoke City Clerk's  
Holyoke, MA

Name of Engineer/Surveyor/Sign Company: \_\_\_\_\_  
(if applicable)  
Address: \_\_\_\_\_ Phone \_\_\_\_\_

Name of Project: \_\_\_\_\_

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

Book: 23258 Page: 257 Map: 0121 Block 0000 Parcel 65

Property Address: 5 Brightwood Ave Holyoke MA 01040

Pursuant to Chapter 40A of the General Laws of the Commonwealth of Massachusetts and the Holyoke Zoning Ordinance, application is hereby made to the Holyoke City Council to do the following: Construct an attached deck (Appx 19'x10') and install a rear entry door.

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

Wayne Versace  
APPLICANT (please print)  
[Signature]  
SIGNATURE OF APPLICANT

Colleen Hannigan  
OWNER (or LEGAL COUNSEL)  
Signed by: [Signature]  
SIGNATURE OF OWNER (or LEGAL COUNSEL)



Laura E. Wilson  
Tax Collector

Rory Casey  
Treasurer

City of Holyoke

Form A – Tax Compliance Form

DATE: 4, 13, 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: Wayne Versace

Address: 5 Brightwood Ave

Property Owner: Colleen Hannigan

Respectfully,

Laura E. Wilson  
Tax Collector  
413.322.5530

Rory Casey  
City Treasurer  
413.322.5560

Colleen Hannagan  
5 Brightwood Ave  
Holyoke MA 01040

4/13/26

City of Holyoke  
536 Dwight St  
Holyoke MA 01040  
Building Department  
Planning Department  
Zoning Department

To whom it may concern,

I Colleen Hannigan, owner of 5 Brightwood Ave in Holyoke MA acknowledge and support the need for a special permit request for the upcoming deck construction project at my property.

Please let me know if you have questions or need additional information on this matter.

Thank you very much,

Signed by:  
  
[Signature]

Colleen Hannigan

APR 15 2026

**(d) Removal of Handicapped Parking Signage.**

**Holyoke City Clerk's  
Holyoke, MA**

**(1) City Clerk Form.**

- a. A form will be sent to applicants biennially by the city clerk informing them that they are required to maintain designation for handicapped parking and asking if the space is still used in accordance with applicable rules and regulations. Applicants shall return the completed form within 60 days by mail or in person at office. Failure to return the completed form may result in removal of handicapped parking signage. The form shall be issued in both English and Spanish.
- b. This notice requirement shall be included in applications submitted pursuant to Sec. 86-98(c) above. Applications should include a check box acknowledging applicants are aware of this ongoing duty to inform the city clerk if the space is no longer in use and information on the city clerk form.

**(2) Removal of Signage by DPW.**

1. If the city clerk form is not returned to the City Clerk's Office within 60 days, the City Clerk's Office shall notify the Department of Public Works. DPW shall complete a work order for removal within 30 days of receipt of notice from the office

**To apply for a Handicap Parking space near your residence, please submit the following documentation to the City Clerk's Office:**

- 1. The completed Residential Handicap Parking application
- 2. A photocopy of the car registration if it has a handicap number plates authorized by Chapter 90, Section 2 of the Massachusetts General laws or a photocopy of the Handicap Placard issued to the applicant in accordance with the provisions of Chapter 632 of the Massachusetts General Laws.

**APPLICANTS CERTIFICATION:**

I am aware that it is my responsibility to properly use a handicap parking plate/placard subject to the rules and regulations of the Commonwealth of Massachusetts registry of Motor Vehicles; I have read and understand the policy for designated handicap Parking Spaces on Public Streets in the City of Holyoke. I certify that the information contained herein is true and correct to the best of my knowledge and belief.

  
Applicants Signature

Yaritza Garcia  
Print Name

April 15, 2026  
Date

**For Office Use Only:**

Date order filed with City Council and referred to the Ordinance Committee/Handicap Commission \_\_\_\_\_

Date Handicap Commission recommendation received by Ordinance Committee \_\_\_\_\_

Date Ordinance Committee recommendation \_\_\_\_\_

Date City Council approved/denied \_\_\_\_\_

CITY OF HOLYOKE MASSACHUSETTS  
RESIDENTIAL HANDICAP PARKING APPLICATION

If this application is being completed by someone other than the Disabled person (the Applicant), please list that person's name below (PLEASE PRINT ALL INFORMATION);

Yaritza  
Name of Person Completing this Application      Relationship to Applicant

Applicant's (Disabled Person's Name) Yaritza Garcia

Address: 122 Leary Drive Holyoke MA 01040

Telephone: 413 433 1211      Date of Birth (mm/dd/yy) 06/22/1985

Handicap Placard/License Plate Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

PLEASE ANSWER THE FOLLOWING QUESTIONS:

- 1) Is there off-street parking (driveway, parking lot etc) at your residence? YES [ ] NO [ ]
- a) If there is off-street parking are you allowed to use it? YES [ ] NO [ ]
- b) If you are not allowed to use off-street parking, please explain why:

\_\_\_\_\_

- 2) Explain why you feel that you need Residential Handicap parking in front of/near your home. (If needed, continue on reverse side or attach additional sheets)

Medical condition degenerative Bones

\_\_\_\_\_

- 3) Do you rent the property where you are residing? YES [ ] NO [ ] \*\* If YES, your landlord will need to sign below.

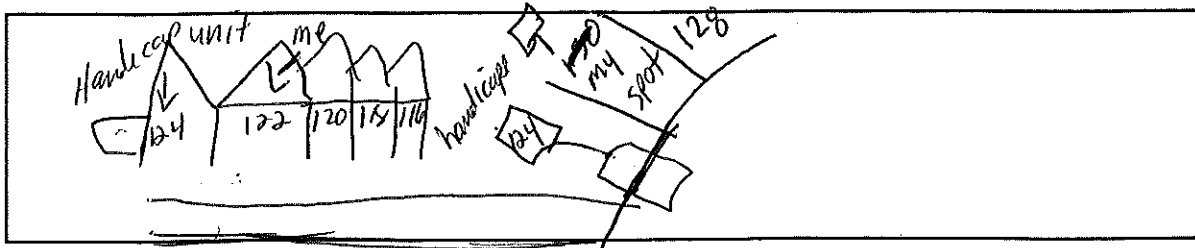
\*\* I certify that I am the owner of the property or Property Manager:

Insert address of resident: 122 Leary Dr. Holyoke MA

\*\*I further certify that off-street parking (driveway, garage, or lot) is not available to the applicant at this listed address.

Beverly      413.539.2242      4.15.26  
Signature of Landlord of Property Manager      Phone      Date

ATTACH PICTURE OR SKETCH INCLUDING DRIVEWAYS, RAMPS AND ENTRANCES



CITY OF HOLYOKE MASSACHUSETTS  
RESIDENTIAL HANDICAP PARKING APPLICATION

Applicant's Name (please print) Yaritza Garcia  
Applicant's Address 122 Leary Drive Holyoke MA 01042 Phone 413 433 1211

**To be Completed by the Holyoke Handicap Commission (HHC):**

Received Copy of the Massachusetts Registration and/or Placard

Received Signature of Landlord - if applicable

Site inspection by: \_\_\_\_\_ Date: \_\_\_\_\_

Recommend Application be Approved

Recommend Application be Denied - Reason for recommendation

HHC Chairperson

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To be Completed by City Council Ordinance Committee:**

Reviewed at meeting of Ordinance Committee (date): \_\_\_\_\_

Recommend Application be Approved

Recommend Application be Denied - Reason for recommendation

**To be Completed by Holyoke City Council:**

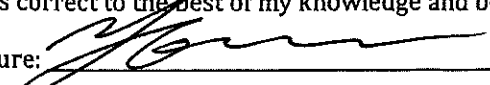
Reviewed at meeting of the Holyoke City Council (date): \_\_\_\_\_

Application Approved

Application Denied - Reason for Application Denial

**Applicant Certification:**

I am aware that it is my responsibility to file a complete application. I understand that the applicant will be returned to me if it is found to be incomplete, illegible, or otherwise not filed in compliance with the instructions. I certify that the information contained herein is correct to the best of my knowledge and belief.

Applicant's Signature:  Date: April 15, 20

\*Please remember to attach a: **photocopy of the car registration** if it has handicap number plates authorized by Chapter 90, Section 2 of the Massachusetts General Laws or a **photocopy of the Handicap Placard** issued to the applicant in accordance with the provisions of Chapter 632 of the Massachusetts General Laws.

RECEIVED

APR 15 2026

Holyoke City Clerk's  
Holyoke, MA



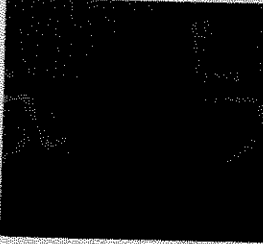
**PL9650718**

**Expires:**



**09-13-26**

**Disabled Persons  
Parking Identification Placard**



*Camy Garcia*

GARCIA  
YARITZA  
ALEJANDRA

**Commonwealth of  
Massachusetts**



# City of Holyoke

## Request for Appropriation Transfer Within a Classification

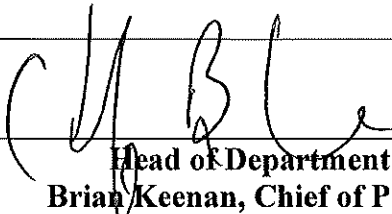
Dept. Name: Police Date April 2, 2026

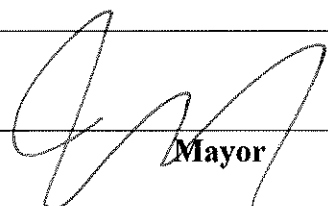
I hereby respectfully request that the following amounts be transferred *within one* of the following indicated (X) appropriation classifications within my department and as further detailed below:

Personal Services      Expenditures   X  

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
12101 <i>12100 503W</i>	53190	Ed & Training	338.58	
19202	57200	Out of state travel		338.58

**To balance line items**

  
Head of Department  
Brian Keenan, Chief of Police

  
Mayor

*Funds available for transfer 5/17/22*

# City of Holyoke

## Request for Appropriation Transfer Within a Classification

Dept. Name Commission on Disabilities

Date 4/8/26

I hereby respectfully request that the following amounts be transferred **within one** of the following indicated (X) appropriation classifications within my department and as further detailed below:

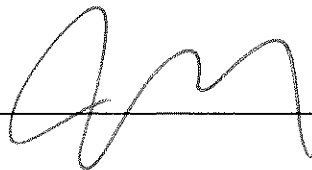
Personal Services \_\_\_\_\_ Expenses  Capital Outlay \_\_\_\_\_

Account No.		Account Name	\$ Amount	
Organization	Object		From	To
15452	53010	Professional Services COD	(6,000)	
0510	5420	(R4M Other)COA		6,000
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	
-----	-----		( )	

Reason for request:  
Transfer from Commission on Disabilities to Council on Aging for transportation related repairs & services.

Kelly A. Coonan

Head of Department

 Mayor

Form TR-1 (6/92)

funds available for transfer 8/24/16/26



Mayor Joshua A. Garcia

CITY OF HOLYOKE  
FIRE DEPARTMENT HEADQUARTERS

---

JOHN KADLEWICZ  
CHIEF OF THE DEPARTMENT

April 8, 2026

The Honorable Mayor Joshua Garcia  
Room One  
Holyoke City Hall  
Holyoke, Ma. 01040

Dear Mayor Garcia;

The Holyoke Fire Department has been awarded a grant by the Massachusetts Department of Fire Services for Firefighter Safety Equipment in the amount of \$23,500.00

Pursuant to the Fiscal Policies Manuel page 25, I am respectfully requesting acceptance of these funds and an appropriate account be established for utilization.

Respectfully submitted,

John Kadlewicz  
Chief of the Department

Approved

Not Approved

Enc. Letter from Governor Maura Healy and subsequent documentation



OFFICE OF THE GOVERNOR  
COMMONWEALTH OF MASSACHUSETTS  
STATE HOUSE BOSTON, MA 02133  
(617) 725-4000

MAURA T. HEALEY  
GOVERNOR

KIMBERLEY DRISCOLL  
LIEUTENANT GOVERNOR

March 31, 2026

Chief John Kadlewicz  
City of Holyoke  
600 High Street  
Holyoke, MA 01040

Dear Chief Kadlewicz,

Congratulations! I am pleased to inform you that the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the City of Holyoke Fire Department \$23,500.00 of funding for the Firefighter Safety Equipment Grant Program in State Fiscal Year 2026.

With each new challenge, the fire service in Massachusetts demonstrates its ability to adapt, overcome, and continue providing the excellent level of services that the citizens of the Commonwealth have come to expect. Please know how thankful I am for this, and how grateful I am to be able to provide your department with this important equipment.

The contract, terms and conditions, and other documents for this program will be provided to you by DFS. Please contact Tim Moore at DFS with any questions about this award at 978-567-3721 or [Timothy.Moore@mass.gov](mailto:Timothy.Moore@mass.gov) for contract terms, conditions, and other award documents.  
Sincerely,

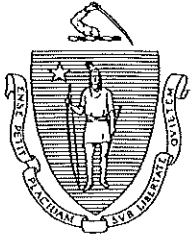
Handwritten signature of Maura T. Healey in black ink.

GOVERNOR MAURA T. HEALEY

Handwritten signature of Kimberley Driscoll in black ink.

LT. GOVERNOR KIMBERLEY DRISCOLL

CC: Captain David Rex



MAURA T. HEALEY  
GOVERNOR  
KIMBERLEY DRISCOLL  
LIEUTENANT GOVERNOR  
GINA K. KWON  
SECRETARY

*The Commonwealth of Massachusetts  
Executive Office of Public Safety and Security  
Department of Fire Services*

*P.O. Box 1025 ~ State Road*

*Stow, Massachusetts 01775*

*Telephone (978) 567~3100*

*[www.mass.gov/dfs](http://www.mass.gov/dfs)*



JON M. DAVINE  
STATE FIRE MARSHAL

March 31, 2026

Chief John Kadlewicz  
City of Holyoke  
600 High Street  
Holyoke, MA 01040

Dear Chief Kadlewicz,

I am pleased to provide you with a Commonwealth of Massachusetts Standard Contract Form and Contract Addendum for your FY26 Firefighter Safety Equipment Grant award. Please print and mail copies of these documents with original signatures to Tim Moore at the Department of Fire Services (DFS) address above. The Standard Contract Form Instructions and Commonwealth Terms and Conditions, which are incorporated by reference into this contract, may be found at [www.macomptroller.org/forms](http://www.macomptroller.org/forms). As a reminder, equipment orders may not be placed until this contract has been fully executed by DFS and your department. DFS will provide you with a copy of the fully executed contract and provide specific direction to proceed when your contract has been executed.

The funds for this program will be disbursed on a reimbursement basis in accordance with the terms of the grant Notice of Funding Opportunity. Once you have received your equipment and paid the vendor(s), reimbursement requests may be submitted to DFS by submitting the following documents to OPS.DFS-TM-Grants@mass.gov:

- Completed Final Report Template.
- Copy of invoice(s) with detailed description of all eligible costs.
- Proof of payment to the vendor(s) (cancelled check copy or other official financial system record).

If your award amount is less than your application amount, you will note that all of the items that you applied for are listed in the table of equipment that is eligible for reimbursement through this program on the second page of your Contract Addendum. You may use your discretion to adjust the originally proposed quantities of each item on that list however you deem necessary to obtain the best value for your department within the awarded budget.

If you have any questions during the grant performance period, please contact Tim Moore at 978-567-3721 or OPS.DFS-TM-Grants@mass.gov.

*Administrative Services • Division of Fire Safety  
Hazardous Materials Response • Massachusetts Firefighting Academy*

**COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM**

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



<b>CONTRACTOR INFORMATION</b>		<b>COMMONWEALTH INFORMATION</b>	
Contractor Legal Name City of Holyoke		Department Department of Fire Services	Mosaic Department Code DFS
d/b/a		Contract Manager Name David Clemons	
Legal Address As entered on Form W-9 or Form W-4 536 Dwight St, Holyoke, MA 01040		Business Mailing Address P.O. Box 1025, Holyoke, MA 01775	
Contract Manager Name Chief John Kadlewicz		Billing Address (Different) N/A	
Phone 413-534-2250	Fax 413-534-2247	Phone 978-567-3179	Fax 978-567-3121
Email Kadlewiczj@holyoke.org		Email David.Clemons@mass.gov	
Vendor Code VCG000192102		Mosaic Transaction ID(s) CT-DFS-1000-2026FFEGRANT00000000	
Vendor Code Address ID e.g. "AD001": AD001  Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.		RFR/Procurement or Other ID Number  BD-26-1021-DFS-DFS01-126740	
<input checked="" type="radio"/> <b>NEW CONTRACT</b>		<input type="radio"/> <b>CONTRACT AMENDMENT</b>	
Procurement or Exception Type (Check one option only)		Current Contract End Date PRIOR to Amendment	Amendment Amount Or Enter "No Change"
<input type="checkbox"/> Statewide Contract (OSD or an OSD-designated department.)  <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, and budget.)  <input checked="" type="checkbox"/> Department Procurement - Includes all Grants <u>815 CMR 2.00</u> . (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.)  <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, and budget.)  <input type="checkbox"/> Contract Employee (Attach Employee Status Form, scope, and budget.)  <input type="checkbox"/> Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.)  <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope, and budget.)		Amendment Type Check one option only. Attach details of amendment changes.  <input type="checkbox"/> Amendment to Date, Scope, or Budget (Attach updated scope and budget.)  <input type="checkbox"/> Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.)  <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget.)  <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)	
<b>TERMS AND CONDITIONS</b>			
The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding. Check ONE option:			
<input checked="" type="radio"/> Commonwealth Terms and Conditions <input type="radio"/> Commonwealth Terms and Conditions for Human and Social Services <input type="radio"/> Commonwealth IT Terms and Conditions			
<b>COMPENSATION</b>			
Check ONE option.			
The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under <u>815 CMR 9.00</u> .			
<input type="radio"/> Rate Contract (No Maximum Obligation). (Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="radio"/> Maximum Obligation Contract. Total maximum obligation for total duration of this contract (or new total if contract is being amended): \$23,500.00			



**Commonwealth of Massachusetts  
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

This form is jointly issued and published by the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default form for all Commonwealth Departments when another form is not prescribed by regulation or policy.

**Signature for Corporation (C or S), Partnership, Trust/Estate, Limited Liability Company  
(must match Form W-9 tax classification)**

Contractor Legal Name City of Holyoke	Contractor Vendor/Customer Code (If available, not the Taxpayer Identification Number or Social Security Number) 046001383
--	--

**INSTRUCTIONS:** Any Contractor (other than a sole proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

There are three types of electronic signatures that will be accepted on this form: 1) Traditional "wet signature" (ink on paper); 2) Electronic signature that is either: a. hand drawn using a mouse or finger if working from a touch screen device; or b. An upload picture of the signatory's hand drawn signature; 3) Electronic signature affixed using a digital tool such as Adobe Sign or DocuSign. Typed text of a name not generated by a digital tool, computer generated cursive, or an electronic symbol are not acceptable forms of electronic signature.

Authorized Signatory Name	Signature (Signature as it will appear on contract or other documents)	Title	Phone Number	Email Address
Joshua Garcia		Mayor	413-561-1600	garclaj@holyoke.org

*Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

I certify that I am a responsible authorized officer of the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Please note you cannot self-certify your own signature as a single signer listed above.

Signature 	Date March 26, 2024
Print Name Brenna McGee	Phone Number 413-322-5520
Title City Clerk	Email Address mcgeeb@holyoke.org

A copy of this listing must be attached to the "record copy" of a contract filed with the department.

The Grantee's grant manager will serve as the interface between DFS and all Grantee personnel involved with this program. The Grantee's grant manager will oversee the projects and activities that must be executed to meet the grant funding goals, will monitor the grant to assure the objectives are being met, funds are utilized efficiently and communicate necessary adjustments to the DFS grant manager if challenges arise, will facilitate regular communication with the DFS grant manager, including status reports/updates, participation in site visits, review of performance against the Grant Agreement, and will provide accurate and timely reporting to the DFS grant manager.

The grantee's grant manager is Captain David Rex, who can be reached at: 600 High Street, Holyoke, MA 01040, tel: 413-534-2250, email: [rex@holyoke.org](mailto:rex@holyoke.org). The DFS grant manager is David Clemons, Director of Operations, 1 State Road, Stow, MA 01775, tel: 978-567-3179, email: [David.Clemons@mass.gov](mailto:David.Clemons@mass.gov).

**Reimbursement Request Process:** The DFS agrees to disburse funds on a cost reimbursement basis. All costs requested for reimbursement must be listed on the DFS FY26 Firefighter Safety Equipment Grant Reimbursement Request Form. Appropriate supporting documentation for all costs must also be attached, including:

1. Copy of invoice
2. Proof of payment – Cancelled check or similar other proof of payment documentation from the Grantee's official accounting system or financial institution showing that the transaction has been completed.

**Period of Performance:** Approved expenditures may not be made until a contract has been executed between DFS and the grant recipient. Expenses incurred prior to execution of a contract will not be eligible for reimbursement through this program.

Grant recipients must take delivery of equipment no later than June 30, 2026. Equipment delivered to the recipient after that date will not be eligible for reimbursement through this program.

Reimbursement requests must be submitted no later than July 24, 2026. DFS will only reimburse for costs incurred through the grant performance period, June 30, 2026.

**Grant Monitoring:** The Department of Fire Services will conduct grant monitoring through either a desk-based review or on-site monitoring visits, or both, in order to obtain additional information or verify information related to grant spending, grant-funded activity, or grant award outcomes. Advance notice, when practicable, will be given prior to a site visit. In accordance with 815 CMR 2.00, the Grantee shall maintain records, books, files, reports, and other data in such detail as shall properly substantiate claims for payment for a minimum retention period of seven years beginning on the first day after the final payment under the grant. Any and all records pertaining to this grant are subject to inspection or audit by DFS at any time. DFS reserves the right to request, and the Grantee expressly agrees to provide, any additional records or documentation DFS deems necessary, at any time and for any reason, to verify that grant

**Date:** April 10, 2026  
**To:** The Honorable City Council  
**From:** The Community Preservation Act Committee  
**Re:** FY26 Funding Recommendations



The City of Holyoke Community Preservation Act Committee (CPAC) is pleased to share its funding recommendations for FY26. The CPAC determined that all recommended projects meet eligibility requirements, align with the goals expressed in the Community Preservation Plan, and provide a substantial public benefit to the City of Holyoke.

At its public meeting held 4/8/26, the CPAC voted to recommend 6 projects for funding listed below in order of votes received. The 6 projects total \$671,960.

Project	Requested By	Category	Amount	% of total	Ward
1. Scott Tower at Anniversary Hill Park	COH Dept. Of Conservation & Sustainability	Recreation	\$200,00	28%	6
2. City Hall Steps	COH, City Hall	Historic	\$100,000	65%	1
3. Horse Restoration (4)	Friends of MGR	Historic	\$31,960	95%	1
4. Window Restoration	Holyoke Health Center	Historic	\$225,000	100%	1
5. Butler’s Pantry, Wisteriahurst	COH Wisteriahurst Museum	Historic	\$65,000	95%	4
6. Dwight St Garden	Neighbor to Neighbor	Recreation	\$50,000	47%	1

Its recommendations align with the CPA funding categories as follows:

Historic: \$421,960      Open Space/Rec: \$250,000      Housing \$0

*Note: A minimum of \$81,035 (10%) of the total funds available must be allocated to each category, either this fiscal year, or reserved for future grant cycles. Housing has a surplus of \$100,649, from this year & last.*

Projects receiving Council approval will enter into a Grant Agreement with the following conditions:

- Contracts will outline specific conditions on the scope of work
- Timely submission of progress/budget reports and any other requirements as determined by CPA legislation and the Holyoke CPAC will be required
- No disbursements of funds may occur until all necessary permits and approvals are received
- In the event that the grant recipient should request a change to the funding conditions such as an extension for project completion or change in the Scope of Work (in keeping with the spirit and intent of the project), the recipient may request, and the Holyoke CPAC may, in its sole discretion, approve an extension the Committee considers appropriate for good cause shown
- Funds not spent on a project will be made available for future appropriations to other recipients
- Other conditions as deemed necessary and defined within the grant agreement with the city

The content of this memo applies to all 6 recommendations, with summaries of each presented individually, along with links to the full applications; budgets; letters of support, etc. A spreadsheet of **all FY26** projects that applied and were found eligible can be found [here](#).

**CPA FY26 Funding Recommendation #1**  
**\$200,000**  
**for Scott Tower Improvements at Anniversary Hill Park**

<b>Project Title:</b> Scott Tower Improvements	<b>Category:</b> Open Space/Public Recreation
<b>Location:</b> Scott Tower Rd	<b>Requested:</b> \$200,000
<b>Applicant:</b> COH, Conservation & Sustainability	<b>% of Total Project Cost:</b> 28%
<b>Project Application:</b> <a href="#">Scott's Tower FY26</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

This project requests financial assistance for Phase II of improvements to Holyoke’s historic Anniversary Hill Park, focused on the restoration of Scott Tower and adjacent landscaping. The proposal is based on the results of a full structural evaluation report and prepared site eplans by GZA Geoenvironmental on behalf of the city, all informed by community feedback gathered through the past few years.

The project will consist of a series of major improvements to the tower, including capping the tower base with quality cement pavement, replacement of interior steps with an aluminum spiral staircase and fieldstone wall masonry will be repointed and mortared as necessary across the entire structure. A new cement concrete ramp with aluminum railing will be added to the NW quadrant of the Scott Tower platform, and the surrounding drive will be regraded and resurfaced.

Landscaping improvements around this area will link Scott Tower with the prior accessible pathway improvements. Work is planned to begin in the Spring of 2026 with estimated completion by summer of 2026. Following this schedule, a Grand Reopening of the Center will occur in August 2026.

The city was awarded a \$425,000 PARC grant on 10/17/25, which will cover 58% of the total project costs. Additionally, the city has already allocated \$100,000 in CPA funding for this project in a previous award in FY23. The present request is for \$200,000 to cover the remaining costs.



**CPA FY26 Funding Recommendation #2**  
**\$100,000**  
**For Holyoke City Hall Granite Stairs & Pillars**

<b>Project Title:</b> City Hall Granite Stairs	<b>Category:</b> Historic
<b>Applicant:</b> COH	<b>Request:</b> \$100,000
<b>Location:</b> 536 Dwight & 20 Veterans Plaza	<b>% of Total Project Cost:</b> 65%
<b>Project Application:</b> <a href="#">City Hall Granite Steps</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

The City of Holyoke is seeking additional funding to advance the preservation and rehabilitation of the historic City Hall Granite Stairs and the Annex Stone Pillars. This request supplements the FY25 award of \$30,000, which funded preliminary scoping work. The proposed \$100,000 in additional funding will enable the City to complete a detailed conditions assessment, identify preferred repair alternatives, MHC permitting, and prepare bid-level drawings and cost estimates. These deliverables will serve as the foundation for future permitting, bidding, and construction once implementation funding becomes available.

Preserving and repairing these historic elements supports the City’s broader commitment to maintaining safe, functional, and welcoming public facilities. The project aligns with the Holyoke Community Preservation Plan by investing in the protection and restoration of a significant historic resource using sustainable design and preservation practices.

Ongoing maintenance following project completion will be incorporated into the City’s Facilities Department maintenance plan. Regular inspections and upkeep will ensure that future deterioration is addressed promptly, extending the life of these critical public assets.



City Hall North Entry Lower Stairs



City Hall Annex North Entrance

**CPA FY26 Funding Recommendation #3**  
**\$31,960**  
**for Restoration of 4 horses at the Holyoke Merry-Go-Round**

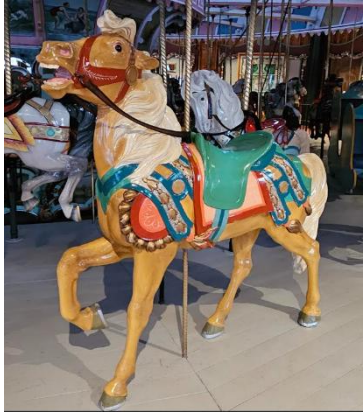
<b>Project Title:</b> Restoration of 4 Horses	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Friends of MGR	<b>Request:</b> \$31,960
<b>Location:</b> 221 Appleton St in Heritage Park	<b>% of Total Funding:</b>
<b>Project Application:</b> <a href="#">HMG Horse Restoration</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

The Friends of the Holyoke Merry-Go-Round requests funding for the complete restoration of four of its most significantly damaged, 98-year-old, hand-crafted wooden horses. The scope of work includes costs associated with transportation to and from the restoration site, professional museum-quality restoration, and the installation of new brass sleeves. In addition, plaques will be ordered to acknowledge and express our gratitude for the grant support we have received from the CPA. The four horses selected for restoration are part of the original forty-eight that serve as the signature features of the Philadelphia Toboggan Company Merry-Go-Round, PTC #80, which was installed at Holyoke’s beloved Mt. Park in 1927.

In 2003, the Friends of the Holyoke Merry-Go-Round, Inc. began a collaboration with the Carousel Museum with the goal of fully restoring all 48 carousel horses. Since that time, 33 of the 48 horses have been restored. Through the support of a previous CPA grant, the Friends were able to purchase newly designed stirrups that enhance the safety of the ride. Consultations with mechanical engineering professionals have guided upgrades to aging mounting hardware, ensuring that each restored horse can be safely secured when returned and remounted. Additionally, the placement of all attachments—such as leather reins and seat belts—has been modified to prevent further damage to the horses’ legs, heads, and saddles from metal rings and buckles. Vendor relationships have also been established to ensure that the mechanical and specialty parts needed for future restorations remain readily available.

**Renovation Candidates:**



**CPA FY26 Funding Recommendation #4  
\$225,000  
for Child’s Building Window Restoration**

<b>Project Title:</b> HHC Window Restoration	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Holyoke Health Center	<b>Request:</b> \$225,000
<b>Location:</b> 275 High St.	<b>% of Total:</b> 100% of this phase only
<b>Project Application:</b> <a href="#">HHC Window Restoration</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

This project involves the replacement of existing plywood-covered windows at 275 High Street in downtown Holyoke, Massachusetts. The building is a highly visible and historically significant property, reflecting Holyoke’s industrial and cultural heritage. Window replacement is a critical step in restoring the architectural integrity of the structure and enabling its adaptive reuse. Once renovated, the Holyoke Health Center will use the space to expand its Health Care Workforce Development initiatives and provide enhanced medical services to the community.

The project addresses two major community needs: preservation of a key historic resource and expansion of healthcare access and workforce training opportunities. The building currently detracts from the appearance of downtown due to boarded windows. Replacing these with historically appropriate, energy-efficient windows will restore the property’s character and contribute to the broader revitalization of High Street.

The Holyoke Community Preservation Plan identifies historic preservation and community revitalization as key priorities. This project supports those goals by investing in the rehabilitation of a significant downtown property, protecting its historic character, and ensuring its continued use as a community-serving facility.



Before & After Renditions of Window Restoration

**FY26 Funding Recommendation #5**  
**\$65,000**  
**for Butler's Pantry Restoration, Wisteriahurst Museum**

<b>Project Title:</b> Buter's Pantry Restoration	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Wisteriahurst	<b>Requested:</b> \$65,000
<b>Location:</b> 238 Cabot St.	<b>% of Total Cost:</b> 95%
<b>Project Application:</b> <a href="#">Wisteriahurst Butler's Pantry</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

Funding will be used to repair/replace rotten, toxic, and damaged flooring in the pantry and linen closet; restore the cabinets; and replace outdated lighting and electrical.

Restoration work for the Butler's Pantry includes replacing the sub floor, removing asbestos tile, and tiling the floor with period-appropriate tile. This work will extend into the Laundry Room as well, since the Butler's Pantry and Laundry Room flooring are connected.

Other restoration work includes repainting the cabinets, replacing light fixtures, and adding curatorial materials including signage and artifacts for the exhibit. Asbestos and lead paint remediation will also be necessary for this project.

Restoration of the Butler's Pantry is necessary in order to make the space available to visitors as current conditions make the Butler's Pantry unsafe for museum guests. Once repaired, the Butler's Pantry will not require any ongoing maintenance besides minor cleaning and repairs. Fixing these hazards will contribute to the sustainability of the museum, preserving the integrity of this historic building.



Close-up of hole in the flooring and asbestos tiles



Close-up of cabinet condition and lead paint cracking

**CPA FY26 Funding Recommendation #6**  
**\$50,000**  
**For Dwight Street Community Garden Revitalization**

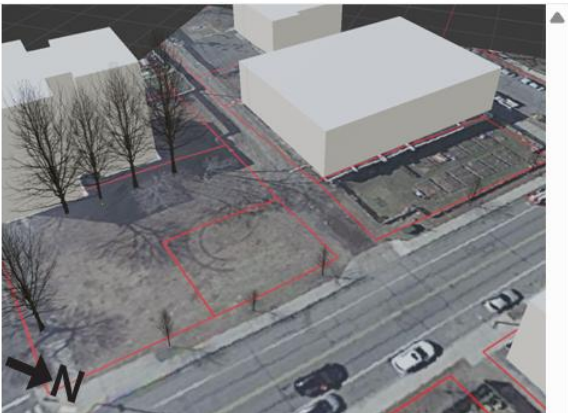
<b>Project Title:</b> DSCG Revitalization	<b>Category:</b> Open Space/Public Recreation
<b>Applicant:</b> Neighbor 2 Neighbor (N2N)	<b>Requested:</b> \$50,000
<b>Location:</b> 772 Dwight St	<b>% of Total Cost:</b> 47%
<b>Application:</b> <a href="#">N2N Dwight St Garden FY26</a>	<b>% of Recommendation/Request:</b> 100%

**Project Description:**

The Dwight Street Garden revitalization project will update and expand the free and open community garden in downtown Holyoke to further develop this accessible, productive, green space. Anchored in principles of food justice, environmental sustainability, and cultural relevance, the project will redesign the garden. The community-informed redesign plans were developed in collaboration with the Conway School and will make the space more accessible for seniors and wheelchair users, add fruit trees, construct new raised beds, move and rebuild the border fence, enhance outreach infrastructure, and install an electrical outlet.

Located in a neighborhood that lacks access to fresh produce and green space, the garden will support residents in growing culturally appropriate food, learning sustainable gardening practices, and gathering for workshops, events, and mutual aid. Community members have expressed strong enthusiasm for the garden’s restoration, and volunteers are ready to implement the plan with support from local partners, including the Holyoke Food and Equity Collective (composting, education), Wellspring (landscape design and budgeting), and Dave’s Natural Garden (plant donations). Once revitalized, the garden will serve as a long-term hub for community learning, intergenerational connection, and neighborhood resilience.

In spring 2025, volunteers completed phase one of the project by building four new raised beds, constructing a shed and picnic table, and updating paths.



Views from Dwight Street, which are the primary views of the site the East-West contiguity of the parcels.



## CPA FY26 Funding Application Still in Process for Nick’s Nest Chicago Bandbox and Jukeboxes

<b>Project Title:</b> Nick’s Nest Bandbox	<b>Category:</b> Historic
<b>Applicant/Organization:</b> Nick’s Nest Restaurant	<b>Request:</b> \$20,000
<b>Location:</b> 1597 Northampton St	<b>% of Total:</b> TBD
<b>Project Application:</b> <a href="#">Nick’s Nest</a>	<b>% of Recommendation/Request:</b> TBD

### **Application Status:**

The funding application for Nicks Nest requires a historic determination from the Historic Commission, per the state CPA law. It is not on either the State or Federal historic register. All other FY26 historic projects are on either the state or federal historic register, making them automatically eligible for funding in that category without Historic Commission review.

The Holyoke Historical Commission has been in transition for several months and lacks the quorum needed to hold a meeting. Once a quorum is established, the Historic Commission will review the project and determine if the Bandbox, etc is a local historic artifact. If the Historic Commission determines it is a historic artifact, it will become eligible for CPA funding and the CPAC will vote as soon as possible.

An overview of the application with CPAC’s recommendation will be provided to the City Council once this process has occurred.

### **Conclusion**

“The CPAC is proud of these recommendations and believes each project will bring great value to our city. The CPAC chair and other committee members are available to answer any questions.

To summarize using the words from the State CPA Coalition: *The Community Preservation Act (CPA) is a smart growth tool that helps communities preserve open space and historic sites, create affordable housing, and develop outdoor recreational facilities. CPA also helps strengthen the state and local economies by expanding housing opportunities and construction jobs for the Commonwealth's workforce, and by supporting the tourism industry through preservation of the Commonwealth’s historic and natural resources.* [Click here to download a one-page overview flyer about the Community Preservation Act.](#)

(SEAL)

# JUDGMENT IN TAX LIEN CASE

DOCKET NUMBER

19 TL 000020

Commonwealth of Massachusetts  
Land Court  
Department of the Trial Court



CASE NAME

Bk 25009 Pg 439 #22501  
05-18-2023 @ 09:31a

City of Holyoke

Plaintiff(s)

v.

Charles L. Brower, et al.

Defendant(s)

After consideration by the Court, it is **ADJUDGED** and **ORDERED** that all rights of redemption are forever foreclosed and barred under the following instruments:

Land Type	Instrument Date	Book Number	Page Number	Document Number	Certificate of Title Number
Recorded	02/23/1994	8769	258		

This Judgment must be recorded and/or registered by the Plaintiff in the appropriate Registry of Deeds and/or Registration District pursuant to G. L. c. 60, § 75.

By the Court: Deborah J. Patterson

Attest:

A TRUE COPY  
ATTEST:

*Deborah S. Patterson*  
RECORDER

CHERYLA. COAKLEY-RIVERA, ESQ.  
HAMPDEN COUNTY REGISTRY OF DEEDS

*Deborah J. Patterson*

DATE ENTERED: 05/11/2023

RECORDER: Deborah J. Patterson