

Select Board Regular Meeting
Monday March 6, 2017, 7:00 p.m.
High School Meeting Room A15, 535 Bliss Road, Longmeadow

Present: Chair Marie Angelides, Tom Lachiusa, William Low, Mark Gold and Richard Foster

Also Present: Town Manager Stephen Crane, CFO Paul Pasterczyk, Debbie House, Michael Squindo, COA Interim Director, Dietz Architects: Carrie Dietz and Marco Crescentini, and Richard Liasse

The meeting was called to order at 7:00 p.m. by Chair Marie Angelides.

Announcements:

1. Some freezing precipitation is expected; the salt crews will be out later tonight to pre-treat the roads.

Resident Comments: none

Select Board Comments:

1. Mr. Foster thanked the residents for watching the meetings and for the stuffed “puppy” that was left at his home.

Town Managers Report: none

Old Business:

1. Greenwood Park Master Plan Presentation – Carrie Dietz and Marco Crescentini from Dietz Architects presented a very preliminary plan for Greenwood Park with a new Adult Center and Parks and Recreation building. The plan presented showed demolition of all existing buildings on the property including the tennis courts. The pool would remain. The plans were for a large building with a gym in the center and the Adult Center rooms on one side of the building and Parks and Recreation rooms on the other side. The front entrance showed a large canopied drop-off area. There was a kitchen along the back of the building. The playground would be relocated to a different area of the grounds, a dog park could be added along with two ball fields. A large parking lot with drainage and greenery that could hold approximately 260 vehicles was included. There would be plenty of windows and openings to the outside with a large patio on the Adult Center side and play areas for the child care part of the Parks and Recreation side of the building. Mr. Gold commented that some of the chief complaints about the existing Adult Center are the long hallway and the shortage of programming space. He noted that the plan looks like it has a long hallway. Ms. Dietz explained that with the windows and large openings to rooms, the hallway will not seem long. Also, it is a wider corridor and benches and sitting nooks can be added. Some rooms were eliminated and a dance studio was added to the plans. Mr. Foster feels that more emphasis was put on the gym and daycare than the Adult Center. He also noted that the current building had a 1,000 amp electrical system installed because it was to be an emergency center; the kitchen was improved and a new exhaust system was installed not that long ago. There would be plenty of room on the roof of the new building for solar panels. Locker rooms could be incorporated for storage of personal belongings. The way the building is laid out in the preliminary plans does not leave much room for expansion if needed. The Architects noted that these are very preliminary plans; things can be added or removed or changed around. Mr. Crane stated that the next steps would be to request an additional appropriation to continue the process, discuss in greater depth, present to the community and Adult Center, keep the design moving forward and see what the town wants. Ms. Angelides would like the plans posted to the town website if possible and have Dietz Architects present to the Adult Center Building Committee and Parks and Recreation. Dietz can facilitate a charrette in late May or early June.
2. Minutes Approval – *Mr. Gold made a motion to approve the regular meeting minutes from February 21, 2017 as presented. Mr. Lachiusa seconded the motion. The vote was 5-0.*
3. Historical Commission Appointments – *Mr. Gold made a motion to appoint Andrea Taupier and*

Alexandra Hogan to three year terms on the Historical Commission, both expiring June 30, 2017. Mr. Foster seconded the motion.

Mr. Foster noted that all three applicants are highly qualified and it was a difficult decision to choose just two.

The vote was 5-0.

New Business:

1. Appoint Registrar – *Mr. Low made a motion to appoint Sandra Metz to the Board of Registrars as recommended. Mr. Gold seconded the motion. The vote was 5-0.*
2. Close Annual Town Meeting Warrant – *Mr. Gold made a motion to close the Annual Town Meeting warrant. Mr. Lachiusa seconded the motion.*

Mr. Foster commented that if the warrant was closed it would have to be opened again to make any changes. The warrant is not complete and some figures still need to be added.

The vote was 5-0.

3. Town Manager's FY18 Budget Presentation – Mr. Crane presented the Town Manager's budget message, budget overview and budget line detail to the Select Board. Mr. Crane will have a power point presentation with about half a dozen slides for Town Meeting. The budget uses a 2.5% factor for increasing the tax levy. Departments were asked to fund their current level of FTE's utilizing the current ratified collective bargaining agreements and prepare a base-level line item budget to fund all recurring operational expenditures to maintain the current level of services. Property taxes are the largest revenue source of the General Fund revenue budget (82.53%). Property taxes are expected to rise by \$1,336,855 to \$50,615,907 which includes all of the allowable 2.5% plus an estimated \$200,000 in new growth. State Aid is the second largest revenue source (9.71%) of the General Fund revenue budget; the net local aid amount of \$5,945,100 is being used. Local receipts make up 7.76% of the General Fund revenue budget; excise taxes are the largest group of local receipts. Other local receipts include ambulance fees, penalties and interest on late payments, rentals, other departmental revenue, licenses and permits and reimbursements for P&R day care salaries. The increase in local receipts is due mainly from ambulance receipts and the Greenwood Children's Center. Reserves are made up of Free Cash and the Operational Stabilization Fund. Both school and non-school departments fell within the range of the projected allocations so additional cuts were not needed to balance the budget.

The Town Manger is recommending: General Fund – new line item for an Assistant Town Manager with a \$7,500 stipend. This will be another Town employee with additional duties and improved service to the Select Board. Public Safety – exchange a Fire Captain position for a Deputy Fire Chief and add two Firefighter/EMTs. Planning & Community Development – a decrease of \$3,976 attributable to a reduction in temporary part-time services. Schools – increase of \$516,349 to fully fund the requested amount of the School Committee. Public Works – a decrease of \$14,447 due to reductions in certain electricity line items and a reduction in the Forestry line due to in-house work being done. Community Services – an increase of \$55,216 for the Veterans Benefits account, P&R daycare salaries and Library non-salary expenses. Debt Service – a decrease of \$1,396 due to the amortization of short term debt within 5 years of issuance. Employee/Retiree Benefits, Liability and Property Insurance – an increase of \$454,769 due to employee health insurance increases, retirement assessment increases, and liability insurance increases. Capital – the FY18 allocation is \$1,675,000 (2.75%) of the General Fund operating revenues. The FY18 percentage is level to the FY17 percentage which is in compliance with the Select Board's policy involving the financing of capital projects. Enterprise Funds – water, a decrease of \$28,702; sewer, an increase of \$9,153; solid waste/recycling, an increase of \$85,781.

The FY18 General Fund operating budget is a 2.03% increase over the FY17 General Fund operating budget. The all funds operating budget represents a 1.96% increase over the FY17 operating budget.

Mr. Gold expressed his concern about adding assistant Town Manager duties to an employee who already has a full time job. Mr. Gold would also like to understand the ambulance revenues better and the benefit of having a Deputy Fire Chief – he will speak to the Fire Chief. Mr. Gold also noted that the special education numbers helped the town. Mr. Crane asked that the Select Board members email any

line item budget questions and any questions for department heads to him and Mr. Pasterczyk prior to the March 13th meeting and Budget Forum.

Select Board Vote on Warrant Articles:

1. *Mr. Gold made a motion to approve the article to choose three trustees to administer the William Goldthwait Bequest and place on the warrant. Mr. Low seconded the motion. The vote was 5-0.*
2. *Mr. Gold made a motion to accept the article for the FY17 snow and ice removal deficit funded at \$175,000 and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
3. *Mr. Gold made a motion to accept the article for bills of prior fiscal year and place on the warrant. Mr. Low seconded the motion. Mr. Gold would like to have the bills listed in the explanation. The vote was 5-0.*
4. *Mr. Gold made a motion to accept the article for supplemental funding of \$50,000 for FY17 legal expenses and FY17 veterans benefits and place on the warrant. The vote was 5-0.*
5. *Mr. Gold made a motion to approve the article for supplemental funding of \$80,000 for the FY17 water operating budget and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
6. This article was eliminated – Operational Stabilization Fund
7. *Mr. Gold made a motion to approve the article for \$55,700 to fund non-collective bargaining wage settlements and place on the warrant. Mr. Lachiusa seconded the motion. This is for non-union personnel estimated at 2%. The vote was 5-0. This article will go after the budget article.*
8. The Budget article was not voted on; numbers will be added.
9. *Mr. Gold made a motion to accept the capital projects article as written and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
10. The IT capital account article was not voted on.
Mr. Gold disagrees with an IT capital account and feels this is expensed money and should come from an IT purchasing line item. Mr. Pasterczyk explained that it cannot come from the operating budget because the operating budget has a one year life cycle.
11. *Mr. Gold made a motion to approve the article for the IT lease purchase and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
Mr. Pasterczyk added that leases have to be approved at Town Meeting. Mr. Gold would like the explanation to include the amount.
12. The eminent domain article was not voted on.
13. The DPW Facility article was not voted on.
14. *Mr. Gold made a motion to accept the Chapter 90 article and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
15. *Mr. Gold made a motion to accept the article for the school revolving account and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
16. *Mr. Low made a motion to accept the article to create a DIF District (map) and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
17. *Mr. Lachiusa made a motion to accept the article to create a DIF program and place on the warrant. Mr. Low seconded the motion. The vote was 5-0.*
18. *Mr. Lachiusa made a motion to accept the article for funding of the DIF program and place on the warrant. Mr. Low seconded the motion. The vote was 5-0.*
Mr. Gold would like wording in the explanation regarding the guarantee agreement with the developer. A two-thirds vote would be required on this article.
- 19-29. *Mr. Gold made a motion to accept the CPA articles (11) for inclusion in the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
30. *Mr. Lachiusa made a motion to accept the article for design funding for Greenwood Park and place on the warrant. Mr. Low seconded the motion. The money would come from free cash of the current year. The vote was 5-0.*
31. *Mr. Gold made a motion to approve the article to designate mitigation funds as special revenue funds for inclusion in the warrant. Mr. Low seconded the motion. The vote was 5-0.*

32. The article for Storm Water Utility was not voted on.
 33. *Mr. Lachiusa made a motion to accept the article to create an OPEB trust fund for inclusion in the warrant. Mr. Low seconded the motion.*
Mr. Gold feels that this could be problematic someday if we can never touch the funds in the trust for anything else. There is lots of uncertainty. Mr. Foster is not comfortable with this yet. The vote was 3-2 with Mr. Gold and Mr. Foster opposed.
 34. The article for a paratransit agreement was removed. The information is not available yet. This may be an article for a special town meeting within the town meeting.
 35. *Mr. Lachiusa made a motion to accept the article for a veteran's donation check box on bills and place on the warrant. Mr. Low seconded the motion. The vote was 5-0.*
 36. *Mr. Gold made a motion to approve the bylaw amendment article for water and sewer non-payment and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
 37. *Mr. Gold made a motion to approve the bylaw amendment article for counting voters and place on the warrant. Mr. Low seconded the motion. The vote was 5-0. The Moderator will supply an explanation to the article.*
 38. *Mr. Low made a motion to approve the article to accept the abandoned funds provision of the Mass. General Laws and place on the warrant. Mr. Gold seconded the motion. The vote was 5-0.*
 39. *Mr. Gold made a motion to accept the bylaw amendment article for licenses and permits and place on the warrant. Mr. Lachiusa seconded the motion. The vote was 5-0.*
- 40-44. Citizen Petitions – not discussed by the Select Board.

Subcommittee Reports:

Ms. Angelides reported on a pilot program that uses artificial intelligence and mapping to scan and show energy loss in buildings and homes. The scans are free of charge but have to be done in the cold weather. This program will be presented at a future Select Board meeting.

The special Select Board meeting scheduled for Wednesday, March 8th has been cancelled.

There will be a special Select Board meeting on Monday, March 13th at 6:00 p.m. at the high school. The FY18 Budget Forum will follow at 7:00 p.m.

Mr. Lachiusa made a motion to adjourn the meeting at 10:20 p.m. Mr. Gold seconded the motion. The vote was 5-0.

Respectfully submitted,
Debbie House