

Select Board Regular Meeting
Monday, June 18, 2018 - 7:00 p.m.
Longmeadow High School, Room A15, 535 Bliss Road, Longmeadow, MA

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

Also Present: Stephen Crane, Paul Pasterczyk, Debbie House, Fire Chief John Dearborn, and Larry Rubin

The meeting was called to order at 7:00 p.m. by Select Board Chair Thomas Lachiusa.

Select Board Re-organization:

Mr. Foster made a motion that Mr. Gold be the Chair of the Select Board for the following one year term. Mr. Low seconded the motion. The vote was 5 in favor and 0 opposed.

Mr. Foster made a motion that Ms. Angelides be the Vice Chair of the Select Board for the following one year term. Mr. Lachiusa seconded the motion. The vote was 5 in favor and 0 opposed.

Ms. Angelides made a motion that Mr. Low be the Clerk of the Select Board for the following one year term.

Mr. Gold seconded the motion. The vote was 5 in favor and 0 opposed.

Mr. Gold continued the meeting as Chair.

Announcements:

1. Ms. Angelides thanked Mr. Lachiusa for his year as Chair of the Select Board.

Resident Comments: none

Select Board Comments:

1. Mr. Low commented that Columbia Gas has been doing work on his street and he was just notified by mail of the work this afternoon.
2. Mr. Gold noted that the high school girls and boys lacrosse teams, the girls and boys tennis teams, and the baseball team all won the Central Western Mass championships and congratulated them on their outstanding achievements. Mr. Gold thanked the Select Board for electing him as Chair for FY19 and added that he would like to put together a full agenda to keep things moving along. Mr. Gold also noted that the School Committee has a vacancy; the Select Board and School Committee will jointly elect someone to fill the vacancy over the summer.
3. Mr. Lachiusa commented that he attended the LHS graduation ceremony and the musical entertainment was spectacular.

Town Manager's Report:

1. Mr. Crane attended the Western Mass Economic Development Conference in Springfield last week.
2. The first unforeseen circumstance at the new DPW site has appeared; asbestos containing materials have been found on the grounds. The building demolition will be delayed until this is removed.
3. The Dwight Road project has started. Mr. Crane is finalizing the last couple of easements. The "expect delays" signboards are out to notify motorists.
4. Mr. Pasterczyk added that the application to the state retiree trust fund has been accepted.
5. Ms. Angelides reminded Mr. Crane to look into the Library agreement.
6. Mr. Lachiusa asked about the new urgent care center; it is expected to open soon in the Bliss Shops where Peachwave used to be.
7. Mr. Gold asked about the new Tree Warden; Jason Scott, a new DPW employee has been appointed as the new Tree Warden. Mr. Gold inquired about borrowing sooner as opposed to later. The Financial Advisor from Unibank feels that mid-August would be prime time for municipal borrowing. Mr. Pasterczyk would like to pay debt off sooner than later.
8. Mr. Crane thanked Mr. Lachiusa for serving a year as Chair of the Select Board.

Old Business:

1. Approved Minutes – *Mr. Foster made a motion to accept the regular meeting minutes from June 4, 2018 as presented. Mr. Low seconded the motion. The vote was 4 in favor and 0 opposed. Ms. Angelides abstained.*
2. Energy Committee Amended Mission/Composition – The Energy and Sustainability Committee members would like to have members appointed by the Select Board as they are having trouble getting other town boards to commit to sending a representative. The Energy Committee composition and mission statement were rewritten and submitted to the Select Board for review. Mr. Gold suggested adding in citizen oversight of the projects. Ms. Angelides believes it would be Capital Planning that would oversee projects. Mr. Crane sees the potential for conflict with roles and responsibilities with oversight. Mr. Gold feels strongly that there needs to be some level of input in this. He would like to change the 1st bullet to read “Advise the Select Board *and Town Manager* on policies...” Mr. Lachiusa would like to change the 3rd bullet to read “Advise the Select Board on *research and issues...*”
Ms. Angelides made a motion to accept the modified charter for the Energy and Sustainability Committee with changes. Mr. Lachiusa seconded the motion. The vote was 5 in favor and 0 opposed.
3. Budget Policy and Operational Stabilization Fund Revisions – Mr. Pasterczyk revised the Budget Policies of the Longmeadow Select Board and the Operating Stabilization Fund Policy and presented them to the Select Board for review. He explained his changes on both policies to the Select Board. Mr. Foster does not agree with the “if affordable” wording in regards to funding the capital projects at 3% of the estimated General Fund operating revenues, this percentage will increase by .25% annually if affordable. Mr. Gold would like to see a cap of 3-4% on this. Mr. Foster agreed with a cap.
Ms. Angelides made a motion to accept the revised Budget Policies of the Longmeadow Select Board with changes by removing the words “if affordable” and replacing it with a 4% cap. Mr. Foster seconded the motion.
Mr. Gold suggested noting to be reviewed in 2020 on the bottom of the policy.
The vote was 5 in favor and 0 opposed.
Mr. Gold is concerned about the Operational Stabilization Fund Policy establishing a minimum that makes it difficult to take things out, this requires a 2/3 vote at Town Meeting. Mr. Gold suggested that there ought to be an emergency clause. There was much discussion before a motion was made.
Ms. Angelides made a motion to accept the revised Operating Stabilization Fund Policy as presented. Mr. Low seconded the motion. The vote was 4 in favor and 0 opposed. Mr. Foster was out of the room.
4. Town Manager Evaluation Process – Mr. Gold would like to clarify how the evaluation process will be done. A Supreme Judicial Court decision ruled that no member of a Board can consolidate the individual evaluations of the Town Manager; when a consolidated version is released to the Select Board it has to be released publicly at the same time, an Administrative Assistant can do the consolidation for the Select Board. Mr. Lachiusa feels it would be a good idea to use the evaluations done by the department heads along with the Select Board evaluations. Mr. Foster believes that the department head evaluations have no bearing on the Town Manager’s performance; the department head evaluations would be more valuable to the Town Manager. The department head evaluations were sent to the Select Board and are public documents. Mr. Gold would like the Select Board’s individual evaluations and comments compiled into a single document, discussed in an open meeting, and then have the Select Board come to a consensus on each item. Afterwards, one of the Select Board members can write up a consolidated performance appraisal, which would become the cover sheet. Mr. Crane will get a better feedback this way. Mr. Gold is willing to take on the creation of the cover sheet. Mr. Gold believes the Select Board owes it to the residents to discuss this publicly. Ms. Angelides believes each person consolidates differently and she is worried about the summaries. Everyone’s viewpoints are different. Mr. Gold believes either way there needs to be a discussion in an open forum. Mr. Crane remarked that in the past the five evaluations were consolidated into one. Mr. Gold summarized the process; send evaluations to Ms. House, they are confidential and are not to be release to anyone; everyone will see the consolidation at the same time. The document needs to be made public. It should be posted on the website at the same time it is distributed to the Select Board. Ms. House will cut and paste the five evaluation ratings and comments into one document then post to the website and send to the Select Board at the same time. Mr.

Gold asked the Select Board if they would like to do the evaluations with or without attribution; the AGO gives the choice. The decision was to use Select Board names or initials. Mr. Gold asked that the Select Board send their evaluations to Ms. House within the next couple of days. Mr. Pasterczyk noted that once compiled the evaluation document may not be distributed prior to an open meeting. Mr. Gold believes posting to the town website takes care of this. Ms. House will send the Select Board a link to website page when the packet with the consolidated evaluations document is sent out.

New Business:

1. Intermunicipal Agreement with East Longmeadow (Dwight Road Project) – Mr. Crane gave a summary of the agreement which allows for the Dwight corridor improvements to move forward and binds the two towns with Longmeadow as the project manager. The agreement establishes payments to Longmeadow of \$20,000/year from Fairview.
Mr. Foster made a motion to accept the municipal agreement between East Longmeadow and Longmeadow as presented. Mr. Lachiusa seconded the motion. The vote was 5 in favor and 0 opposed.
2. EMS Rates for FY19 – Chief Dearborn attended the meeting and recommended a 2.3% increase in the FY19 EMS rates. The rate increases recommended are based on a comparison to the regional average and the FY increase to the Fire Department Operating Budget. Mr. Lachiusa asked if there was a discount for self-pay residents. The Chief explained that there is an abatement program available for people in need. *Mr. Foster made a motion to accept the FY19 EMS rates as presented. Mr. Low seconded the motion. Mr. Foster commented that medivac from Sic, Alaska to Juneau is \$30,000. The chief added that a helicopter from the highway to Baystate Hospital is about \$6,000. The vote was 5 in favor and 0 opposed.*
3. Appointments to Town Boards/Committees
 - Audit Committee – *Ms. Angelides made a motion to appoint Ernest Welker to a three year term expiring June 2019 and Peter Landon to a three year term expiring June 2021. Mr. Low seconded the motion. The vote was 5 in favor and 0 opposed.*
 - Board of Assessors – *Mr. Low made a motion to appoint Lawrence Rubin to a three year term expiring June 2021. Ms. Angelides seconded the motion. The vote was 5 in favor and 0 opposed.*
 - Board of Health – *Ms. Angelides made a motion to appoint Dr. Robert Baevsky to a one year Associate term expiring June 2019 and Michael Oumano to a three year term expiring June 2021. Mr. Foster seconded the motion. Ms. Angelides withdrew her motion.*
Ms. Angelides made a motion to appoint Dr. Robert Baevsky to a three year term expiring June 2021 and Michael Oumano to a one year Associate term expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.
 - Building Committee (Permanent) – *Mr. Lachiusa made a motion to appoint Mary Beth Morris and William Dierken to three year terms expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.*
 - Building Demolition Committee – *Ms. Angelides made a motion to appoint Ms. Craig Carr to a three year term expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.*
 - Cable Advisory Committee - *Ms. Angelides made a motion to appoint Donald Holland and Fred Rosenberg to three year terms expiring June 2021. Mr. Lachiusa seconded the motion. The vote was 5 in favor and 0 opposed.*
 - Capital Planning Committee – *Ms. Angelides made a motion to appoint Ira Smolowitz and Peter Vanassche to three year terms expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.*
 - Community Preservation Committee – *Ms. Angelides made a motion to appoint Sheri Knight and Arlene Miller to three year terms expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.*
Ms. Angelides made a motion to appoint William Harbison to a three year term expiring June 2020. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Conservation Commission – Ms. Angelides made a motion to appoint Stephen Gazillo and John Bresnahan to three year terms expiring June 2021 and Christopher Nolan to a one year Associate term expiring June 2019. Mr. Lachiusa seconded the motion. The vote was 5 in favor and 0 opposed.

Council on Aging Board of Directors – Ms. Angelides made a motion to appoint Frances Miffitt, John Bowen, and Marybeth Bergeron to three year terms expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Cultural Council – Ms. Angelides made a motion to appoint Thea Katsounakis to a three year term expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Historical Commission – Ms. Angelides made a motion to appoint Steven Weiss, Margaret Cohn, and David Marinelli to three year terms expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Parks and Recreation Commission – Ms. Angelides made a motion to appoint David Horowitz to a three year term expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Recycling Commission – Ms. Angelides made a motion to appoint Arlene Miller to a three year term expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Tree Committee – Ms. Angelides made a motion to appoint Mark Tolosky to a three year term expiring June 2020. Mr. Low seconded the motion. The vote was 5 in favor and 0 opposed.

Zoning Board of Appeals – Ms. Angelides made a motion to appoint Jane Mantolesky to a five year term expiring June 2023. Ms. Angelides seconded the motion. The vote was 5 in favor and 0 opposed.

Historic District Commission – There are specific requirements for Historic District Commission members.

Mr. Lachiusa made a motion to appoint Timothy Casey, Carri Greenman, and Melinda Cropsey to three year terms expiring June 2021. Mr. Gold seconded the motion.

Discussion: The majority of the Board would like to see diversification and not have the majority of members living in the district.

Mr. Lachiusa withdrew his motion.

Ms. Angelides made a motion to appoint Timothy Casey, Carri Greenman, and Melissa McDonough to three year terms expiring June 2021. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

Ms. Angelides made a motion to appoint Bret Lukezic to a three year Alternate term expiring June 2021. Mr. Low seconded the motion. The vote was 5 in favor and 0 opposed.

Ms. Angelides made a motion to appoint Paul Calento and Robert Mulcahy to three year Alternate terms expiring June 2020. Mr. Foster seconded the motion. The vote was 5 in favor and 0 opposed.

4. Appoint Tax Title Custodian – Mr. Foster made a motion to appoint Cheryl Cudnik as Tax Title Custodian for FY19. Mr. Low seconded the motion. The vote was 5 in favor and 0 opposed.
5. Select Board FY19 Meeting Schedule – The Select Board will continue to meet on the 1st and 3rd Mondays of the month except when a Monday falls on a holiday then the meeting will be on Tuesday. Mr. Crane mentioned that some towns follow a scaled back summer meeting schedule. Mr. Gold asked the other Board members to notify him if they cannot make a meeting so that he can let others know if there will not be a quorum. Mr. Foster also asked about a summer meeting schedule. There will be a meeting on July 2; an Eversource hearing is scheduled.
6. School Committee Appointment Process – There is currently one vacancy on the School Committee. Mr. Gold and the School Committee Chair, Beth Baron will try to establish a joint meeting time. The appointment process, written by Jen Jester and Mark Gold a few years ago will be used and was included in the meeting packet.
7. New Adult Center/Next Steps – The Adult Center vote passed at the Annual Town Elections. The next step will be to solicit and hire an Owner's Project Manager (OPM). Colliers International is the OPM for the new DPW; they could also bid and be chosen as the OPM for the Adult Center. John Catlin is the designer of the Adult Center. Designs will be presented to the Permanent Building Committee. Bidding should happen in February/March to get favorable pricing. FOLOCA will be the place to start for fundraising. Mr. Gold feels there should be a discussion on naming. The Select Board approves the naming of town facilities.

06/18/18 Regular Meeting

07/02/18 Approved

Subcommittee Reports: none

There will be an Eversource hearing at the next meeting on July 2. Mr. Gold would like to have a discussion about financing our capital projects at a future meeting.

Mr. Foster made a motion to adjourn the meeting at 9:00 p.m. Ms. Angelides seconded the motion. The vote was 5 in favor and 0 opposed.

Respectfully submitted,
Debbie House

Documents: Agenda – June 18, 2018
Department Head Reports (May): BOH, Building, COA, DPW, Finance, Fire, Library,
Parks & Rec., Police, Veterans
Draft meeting minutes from June 4, 2018
Current Energy Task Force Mission and Composition
Energy Committee Proposed Mission and Composition
Revised Budget Policies of the Longmeadow Select Board
Revised Operating Stabilization Fund Policy
Intermunicipal Agreement with East Longmeadow (Dwight Rd. Project)
EMS Rates for FY19
Board/Committee Appointments Listing
Historic District Commission Information
Tax Title Custodian Appointment Sheet
Select Board Meeting Schedule for FY19
School Committee Vacancy Selection Procedure
Correspondence – Email from Sandra Krein
Resignation letter from Jess Hutchins (School Committee)