

Remote- Select Board Regular Meeting  
Tuesday, April 20th, 2021 - 7:00 p.m.  
Remote

**Select Board Members Present via Zoom:** Chair Mark Strange, Steven Marantz, Mark Gold, and Richard Foster. (Absent- Tom Lachiusa)

**Staff Present via Zoom:** Town Manager Lyn Simmons, CFO Paul Pasterczyk, Michael Barbieri.

This meeting was called to order at 7:00 p.m. by Chair Strange. Mr. Strange served as the acting chair of this meeting due to the absence of Mr. Lachiusa. Due to COVID-19 concerns, and the Governor's executive order, and changes to Open Meeting Law remote participation, this meeting was held remotely with residents having the option of calling in or sending in their comments. All votes were taken by roll call. LCTV was also utilized to broadcast and record the meeting.

Chair Strange confirmed that all members and persons anticipated on the agenda were present and could hear and be heard throughout the meeting. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting allowed for public comment.

**Update on Covid-19-** Ms. Simmons gave the update on Covid-19. There are currently 23 active cases in town and last week the town hit a low of 9 cases. We are still classified as yellow under the states mapping and code system. We completed vaccine distribution to all of our homebound residents. The vaccines were delivered and administered by the Fire Department over a span of three days. The coordination was done by the Covid Vaccine Team and the Council on Aging. The town does not anticipate on reopening the clinic as the state has provided no indication on their intent to supply vaccines to small local health clinics. The town will remain vigilant for any increase in cases following the April vacation week.

#### **Announcements**

Annual Town Meeting- Registration deadline to be eligible to vote at the Annual Town Meeting is Monday, April 26. Residents should call the Town Clerk's office at 413-565-4103 for scheduling an appointment to register. Additionally, the Town Clerk's office will be open until 8 pm that Monday. The Annual Town Meeting will take place on Sunday, May 16 at 1 pm outside of the High School.

Earth Day Clean-up- Thank you to all of the volunteers for your hard work and drive to host a great event! In spite of weather misgivings, the rain held off and about 250 people set out to clean 22 sites around town. With the incredible help of the on-call DPW workers, Scott and Fritz and the recycling committee, team leads were able to bring most of the easily carted trash to the old DPW site. A tremendous amount of trash, bottles, and cans were collected. Thank you to everyone involved for your extraordinary service.

The National Prescription Drug (Rx) Take Back Day- Presented by CLOSE Community will take place on Saturday, April 24th from 10am until 1pm at the Longmeadow Police Department. This event addresses a crucial public safety and public health issue. The DEA's Take Back Day events provide an opportunity for Americans to prevent drug addiction and overdose deaths.

Dog Waste Stations- We are pleased to announce the installation of five pet waste stations throughout the community. Two stations have been installed at Laurel Park, one at Bliss Park in the back corner at the trail entrance, one at Turner Park by the gated dirt road leading to the pond and the final one installed at the intersection of Pondsides Road and Bark Haul Road in the Fannie Stebbins Wildlife Refuge. We hope these stations will bring a positive change to our community and improve the environmental and water quality of our beautiful town.

**Resident Comments-** None

#### **Select Board Comments**

Mr. Marantz provided a follow up comment echoing Ms. Simmons' statement in regard to thanking the Earth Day Volunteer's. Mr. Marantz gave a shout out to both Andrea Chasen and Lori Robinson for their work in organizing this clean-up. Mr. Marantz also thanked the Longmeadow Environmental Transition group for their extremely important role in helping to plan this event. Mr. Marantz hopes to see this clean-up become an annual event.

#### **Town Manager's Report**

Adult Center - Furniture for the new building started to be delivered last week. COA Director Jim Leyden and his team are working to clean out the space of the items that are past their useful life and consolidate the items that won't be

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moving to the new center. Furniture and general office items will be offered up to other town departments and then either sold or donated to the swap shop if there is no other municipal use. A proposal to staff and open in the new facility is being worked on. Ms. Simmons anticipates the center will open in some capacity for programming in June or July (assuming construction is completed and staff is moved into the space).

Fire Union- Chief Dearborn and Ms. Simmons began meeting with Local 1903 to negotiate the new contract. Ms. Simmons expects to bring an agreement to the Select Board in June.

MVP-Tim Keane (Town Engineer) and Ms. Simmons have had numerous conversations with multiple firms and PVPC on the next MVP grant application. The MVP program is highly competitive and there is declining interest to submit for stormwater assessments as MVP has expressed that they are not favorable to funding those projects. We were turned down by one engineering firm who explained that it is not worth the time, effort and expense to submit to MVP for a stormwater assessment as they won't fund it. Additionally, MVP has moved in a direction of supporting applications that reach environmental justice areas and have strong social components.

Green Communities-Grant applications were due on Friday, April 9. Ms. Simmons had intended to submit for this round but did not have time to pull a well thought out and thorough application together. There is another grant round in the fall and we will be prepared to submit during that grant cycle.

Fire Chief Appointment to State Board-Fire Chief Dearborn was appointed to the State's Hazardous Materials Mitigation Emergency Response Advisory Board by Governor Baker. The role Chief Dearborn will serve is as the representative of the Fire Chiefs Association, it is a non-compensated position and requires attendance at quarterly meetings.

The Hazardous Materials Mitigation Emergency Response Advisory Board oversees procedure and policy. This board consists of the State Fire Marshal, two representatives of the Fire Chief's Association of Massachusetts, a representative of the Professional Fire Fighters Association of Massachusetts and the presiding President of the Massachusetts Association of Hazardous Materials Technicians.

WestComm-Kaestle Boos Associates was awarded the contract for Phase 1 Feasibility Study, with a future potential award for a Phase 2 Schematic Design thru Closeout Design for the buildout of Salter College. Currently, the timeline has the work done and WestComm moving in in April 2023. Ware and Southwick have voted to join, however with the space limitations in the current center they cannot come on board until WestComm moves to the new facility. The radio system work has been completed for Longmeadow and Chicopee and work is almost complete for East Longmeadow and Monson, with additional pieces for those communities being funded through the next State 911 Development Grant. The radio project was built for a shared channel between East Longmeadow and Longmeadow Police and East Longmeadow and Longmeadow Fire.

Historic District Commission- On Tuesday, April 13, the HDC met and reviewed the revised application on Certificate of Appropriateness from the Veterans Services Director and the Veterans Council on the installation of American flags on the ornamental light poles along The Green. The revision included a trial demonstration of the flag installation in front of Storrs Library and the flag installation hardware being black to match the lamp post. Ms. Simmons is pleased to report that the HDC approved the Certificate of Appropriateness and the flags will be installed soon. The project involves installing brackets, flag holders, and American flags on the street lamps surrounding the Green from Ely Road in the north to Birnie Road in the south.

Mr. Gold asked a question about the WESTCOMM shared communications channel and shared his concern of the channel is that it has the potential to reduce the independence of the fire and police departments.

Ms. Simmons stated the 2015 feasibility study called for shared radio channels based on call volume and dispatchers. Ms. Simmons also spoke to this not being a situation of not enough channels available, but more about the efficiency and models of regional dispatch centers.

#### **Old Business**

1. Approve Minutes from the April 5<sup>th</sup> Select Board Regular Meeting

*Mr. Gold made the motion to approve the April 5 Select Board Regular Meeting Minutes as presented. Mr. Foster seconded the motion.*

*Roll Call Vote: Mr. Strange- YES, Mr. Marantz- YES, Mr. Gold- YES, Mr. Foster- YES*

2. Citizen Recognition Award Discussion

Ms. Simmons presented three different options to the Board in regard to the Citizen Recognition Award selection process.

Mr. Gold stated that he was in favor of option one. Mr. Gold made a suggestion to include two Select Board members to the advisory group for option one, as well as two members of the School committee and one from the Planning Board.

Mr. Marantz stated that he was in favor of option two's version of an advisory group.

Mr. Foster was in favor of option number one for the advisory group.

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Ms. Simmons stated that she included one member of each elected board to participate in the advisory group in case a member of that board made a nomination where in that case they would not be able to vote on the candidates.

Mr. Strange stated that he was in favor of option one and that it would be nice to have a member from each elected board involved in this process.

Mr. Marantz made the suggestion to include the Town Moderator to the advisory group for option one.

*Mr. Gold made the motion to direct the Town Manager to meet with an advisory group consisting of the Town Manager, one member from the Select Board, School Committee, Planning Board, Housing Authority, and the Town Moderator to make recommendations on the nominees for Citizen of the Year. Mr. Marantz seconded the motion.*

*Roll Call Vote: Mr. Strange- YES, Mr. Marantz- YES, Mr. Gold- YES, Mr. Foster- YES*

Ms. Simmons stated that she was working on a policy for the Citizen Commendation Award that was introduced in 2020.

Mr. Gold suggested that the Board defers the Citizen Commendation Award to next year until a policy is in place distinguishing the difference between the two awards.

Mr. Foster stated that the Citizen of the Year Award should be considered to a person who does something out of the ordinary for the community that particular year. Mr. Foster also suggested that the Citizen Commendation Award be treated similarly to a lifetime achievement award category.

#### 3. Review Updated Select Board Procedures

*Mr. Gold made the motion to amend the draft of the procedures to remove "present" from section 4 subsection 2, and to approve the entire document with that change effective for the Select Board to adopt on April 20, 2021. Mr. Marantz seconded the motion.*

*Roll Call Vote: Mr. Strange- YES, Mr. Marantz- YES, Mr. Gold- YES, Mr. Foster- YES*

#### 4. Water and Sewer Billing Discussion and Updates

Mr. Pasterczyk stated that he did have a meeting with representatives from MUNIS. Mr. Pasterczyk stated that the MUNIS representative was unable to identify if the town's current UB billing version can handle winter averaging. The MUNIS rep is checking to see if the system in fact needs an upgrade so that the town could be put on a schedule for this to occur. The schedule to be upgraded is about two months out. There was a problem with the original proposed motion of 5 month winter averaging in regard to how this would be billed. One possibility would be to go to a 6 month winter averaging with a quarterly billing schedule, Mr. Pasterczyk stated.

Ms. Simmons emphasized that this would not be a quick process.

Mr. Marantz asked if we went to 6 month winter averaging and the town wanted to change the billing process to implement next June for the fiscal year, would that be do able?

Mr. Pasterczyk stated that it depends on if the town's current UB version is capable of doing the winter averaging. The 6 month winter averaging process would be a quicker process. The 5 month winter averaging would require additional programming or a change to the monthly billing cycle.

Ms. Simmons stated that MUNIS representatives directed the town to the MUNIS forum to reach out to other users on inquiring about the 5 month winter averaging process.

Mr. Foster stated that the training modules seemed as if the process would allow the town to develop any winter averaging schedule and independent billing cycle.

Mr. Gold stated that it was disappointing to hear of the complications due to all of the work put into this process. Mr. Gold believes that 6 month winter averaging would not work well. Mr. Foster agreed with that point.

Mr. Gold clarified the motion made for five month winter averaging at the April 5<sup>th</sup> meeting.

Mr. Pasterczyk suggested to wait to hear back from MUNIS reps and then discuss when there is more information regarding capabilities of our current system.

#### 5. HCRRB Update

The Select Board at their March 9<sup>th</sup> meeting voted to send a letter calling for the resignation of the members serving on the Hampden County Regional Retirement Board. There was a resignation from the chair (with no date) and the treasury and advisory council dated for May 3, Ms. Simmons stated.

Mr. Gold's concern is that it is problematic that there is no date listed for the chair to resign. Mr. Gold supports sending a letter to the governor letting them know that nothing has changed in regard to the town having no confidence in the HCRRB. Mr. Gold stated that the next step would be that the CFO look into finding out what it would take to withdraw from the HCRRB.

Mr. Marantz also agreed with Mr. Gold on the suggestion he made on investigating possible solutions.

Mr. Strange stated that he is concerned with the lack of urgency of the existing members of the HCRRB to implement change.

Mr. Foster stated that there has been discomfort with this organization and that exploring options is overdue.

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**New Business**

1. Arbor Day Proclamation

*Mr. Gold made the motion to adopt the proclamation to recognize April 30, 2021 as Arbor Day. Mr. Foster seconded the motion.*

*Roll Call Vote: Mr. Strange- YES, Mr. Marantz- YES, Mr. Gold- YES, Mr. Foster- YES*

2. Set Fall Town Meeting Date

*Mr. Foster made the motion to set the date of November 2, 2021 as the tentative date for the Fall Special Town Meeting.*

*Roll Call Vote: Mr. Strange- YES, Mr. Marantz- YES, Mr. Gold- YES, Mr. Foster- YES*

**Adjourn**

*Mr. Marantz made the motion to adjourn the meeting at 8:40 p.m. Mr. Gold Seconded the motion*

*Roll Call Vote: Mr. Strange- YES, Mr. Marantz- YES, Mr. Gold- YES, Mr. Foster- YES*

**Correspondence**

HCRRB Correspondence

**Documents**

Attached is the agenda packet with all of the supporting documents included.



Agendapacket.pdf

Respectfully submitted,  
Michael Barbieri