



Town of
Longmeadow, Massachusetts
20 Williams Street, Longmeadow, MA 01106



Tel. (413) 565-4110 • Fax (413) 565-4112

TO: Chairwoman Angelides and Members of the Select Board

FROM: Lyn N. Simmons, Town Manager

DATE: May 4, 2020

SUBJECT: Town Manager Report

COVID-19 Coronavirus – Updates will continue to be available on the Town’s dedicated COVID-19 coronavirus website www.longmeadow.org/coronavirus

Staff Furloughs due to COVID-19

With the ongoing pandemic and the closure of some town services, 88 town positions have been furloughed. Parks & Recreation Department - 50 comprised of staff from daycare, before/after school care, program coordinators, and an administrative assistant, Police Department - 25 crossing guards Storrs Library - 10 comprised of library techs and library assistants, and an administrative assistant DPW - 2 seasonal laborers and the Treasure/Collector’s Office - 1 part time specialist. These positions are furloughed until June 30, 2020, however they may be brought back sooner if the need arises.

Leaf Dump Closes, Recycling Center Partially Opens

Beginning Saturday, May 2, 2020, the leaf dump on West Road closed and the yard waste portion of the recycling center opened. These changes were necessary to allow the farm fields to begin spring prep and planting. The recycling center will only be open for yard waste for the time being on Saturdays from 8am – 5pm, Sundays and Wednesdays from 10am – 5pm, you must have a current dump sticker to use the facility. Dump stickers are available for purchase online [here](#). Opening the remainder of the recycling center (not including the swap shop) to include bulky household items is still in the works for later in May.

Bliss & Laurel Parks Master Plan

A community meeting with The Conway School as part of the Bliss and Laurel Parks Master Planning process will be held on May 7 at 7pm via Zoom and streamed live on LCTV, for information on the project and to find the Zoom information visit www.longmeadow.org/restoreblissandlaurel

Shared Health Services

In the March 2, 2020 Town Manager report I had stated that I intended to bring forward a shared services agreement for the Select Board’s review in mid-April. With the focus on responding to the COVID-19 pandemic, work toward this shared services agreement has been temporarily set aside. However, the prior work that was done allowed the Longmeadow/East Longmeadow Public Health Partnership to apply for a DPH grant as a district and receive funding to help the Town’s response to COVID-19. The grant amount Longmeadow received was \$25,000.

eCode Project

In late January/early February I began having discussions on a codification project with General Code. The work to formalize this project happened in February. The codification project includes a full legal review to identify inconsistencies within the bylaws and changes in state law. The end project

will convert the general and zoning bylaws to an easy to use and search online format. Here are examples of what it looks like in other communities: [Agawam](#); [Belchertown](#); [Southwick](#); and [West Springfield](#). The project is kicking off and I plan to pull an informal committee together to work through the proposals from General Code and make sure the changes are in the best interest of the Town. The changes may include renumbering of the bylaws for clarity and consistency. The final proposal would need to be adopted at a Town Meeting.