



Town of
Longmeadow, Massachusetts
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TO: Chairman Strange and Members of the Select Board

FROM: Lyn N. Simmons, Town Manager

DATE: September 7, 2021

SUBJECT: Town Manager Report

COVID-19 Update

At the time of the publication of this memo, there are 22 COVID-19 cases in town. The Board of Health will be meeting at the end of September to review data, current cases and assess the current state of the town regarding the virus.

Water, Sewer and Stormwater Billing Changes

The biannual water, sewer and stormwater bill is being mailed on September 9, 2021. This covers the billing period of February – July. This will be the last biannual bill as we switch to a quarterly billing cycle. An insert explaining this change is included in the upcoming bill. Switching to quarterly billing is also a change that DEP would like to see. At an upcoming meeting we will be presenting a draft bylaw on water conservation, this is also a recommendation of DEP. The bill that will be due in December will only contain 2 months of usage as we transition to the new quarterly system. The schedule moving forward is below and will be included in the next bills being mailed out.

Quarter	Months in Quarter	Due Date
1 st	July, August, September	Approximately December 1 or 30 days after the bill is mailed
2 nd	October, November, December	Approximately March 1 or 30 days after the bill is mailed
3 rd	January, February, March	Approximately June 1 or 30 days after the bill is mailed
4 th	April, May, June	Approximately September 1 or 30 days after the bill is mailed

Crosswalks and Street Line Painting

Quotes for line painting come in on September 9. The painting of crosswalks and stop bars will finish up this week. We have had delays in both of these areas related to paint supply. This continues to be an issue and we are on our 3rd vendor trying to source material.

Pondside Road Resurfacing – FLAP grant

Through the Federal Lands Access Program we were awarded a grant to resurface Pondside Road and replace culverts. This project has been around since 2019 and the area is eligible because it will improve access to federal land in the meadows. There are multiple funding sources for this project including the Federal Lands Access program funding (\$226k), Town of Longmeadow in-kind match (\$11,080), and Federal Lands Transportation program (\$45k). At the Annual Town Meeting in June 2020, a warrant article was passed to go out to bond \$510,000 toward the project (borrowing was done in June 2021). The work is out to bid right now with a due date of September 9. The project needs to be completed by the end of October to satisfy the grant requirements

Bliss Park Playground

New swings have been ordered for the Bliss Park playground to replace the broken ones and a new slide has been ordered to replace the deteriorated one. Signs have been posted in the park acknowledging that we are working to repair the damaged equipment. We have also blocked the slide from use (again). We anticipate the

slide and swings to be delivered this fall and installation will happen shortly after. The age of the structure led to delays in finding replacement parts that would work with what we have.

New Adult Center

As an update to the August 2 briefing to the Select Board by the Building Committee chair, letters were sent to the contractor regarding the soil conditions and paving and responses from the contractor to both matters have been received. We are reviewing the responses and will be assessing the next steps.

Street Paving

A request for bids is currently out with responses due Friday. Once we review the bid responses and select a contractor we will know what will fit within the budget and the paving schedule will be developed. When the streets have been determined a list will be posted on the town website.

Stormwater Asset Management Plan Grant

Working with Tighe & Bond, DPW engineering submitted a Stormwater Asset Management Plan grant application to DEP. If awarded this would provide the Town with a thorough and representative understanding of the condition and vulnerabilities of the Town's drainage system. It will help establish a proactive stormwater system maintenance, repair and replacement program that will help with budgeting needs.

DPW 21E Lawsuit & Eminent Domain Lawsuit

A motion was filed to consolidate the two cases together. A pre-trial hearing in the eminent domain matter is scheduled for the middle of September. The discovery phase has slowed in the eminent domain case and depositions need to be scheduled.