

Select Board Regular Meeting
Monday, February 6, 2023- 7:00 p.m.
Longmeadow High School, Meeting Room A15
535 Bliss Road, Longmeadow, MA
Hybrid Meeting

Select Board Members Present: Chair Josh Levine, Mark Gold, Dan Zwirko. Absent- Thomas Lachiusa.
Staff Present: Town Manager Lyn Simmons, Michael Barbieri, Corrin Meise-Munns, Sean Van Deusen, Erica Brunell, James Leyden
Also, Present Cheryl Thibodeau, Walter Gunn, Don Holland, Bruce Colton, Chris Legiadre, Patty Gambarini,

Chair, Joshua Levine, called this meeting to order at 7:00 p.m. The meeting opened with the Pledge of Allegiance. LCTV was also utilized to broadcast and record the meeting.

Chair Levine 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 law requires such participation. This meeting allowed for public comment. To view the full recording of the Select Board meeting, please click [here](#).

Announcements

Preliminary Special Town Election: The Preliminary Special Town Election will be held tomorrow, Tuesday, February 7, 2023 at the Longmeadow Community House. Polls open at 7:00 a.m. and close at 8:00 p.m. For more information on the special election calendar and other important dates, please visit www.longmeadowma.gov/elections.

Vacancy - Longmeadow Housing Authority: Tenant Member: The Town of Longmeadow is seeking one qualified candidate for appointment to the Longmeadow Housing Authority as a Tenant Member. Applications should be submitted by February 10, 2023. To fill out an application and learn more about the Housing Authority, please visit www.longmeadowma.gov/CivicAlerts

2023 Longmeadow Rain Barrel Program: The Town of Longmeadow Water Department encourages residents to consider purchasing rain barrels through The Great American Rain Barrel Program. Rain Barrels are available for purchase by residents at a discounted price. The deadline to order is April 12, 2023. For more information on the program and how to order your barrel, please visit <https://www.longmeadowma.gov/1421/Rain-Barrel-Program>.

Resident Comments – NONE

Joint Meeting of the Select Board and Planning Board

Planning Board Chair, Cheryl Thibodeau, called the Planning Board meeting to order. Walter Gunn, Chris Legiadre, Bruce Colton, and Don Holland were all present in person at the meeting. The purpose of this joint meeting was to hear a presentation by Patty Gambarini of PVPC on the work that has occurred thus far with Town Staff on the proposed changes to the stormwater bylaw and compliance with the MS4 permit. To watch the full presentation, please click [here](#) (5:15 -). Ms. Gambarini stated that she works with communities that have to meet the EPA and Mass DEP MS4 permit, which is the Municipal Separate Storm Sewer System

Permit. Ms. Gambarini went on to say that, Longmeadow is a member of the Connecticut River Stormwater Committee and the group includes 19 municipalities plus UMASS Amherst. The primary mission of this group is to do education and outreach on stormwater permit requirements, according to Ms. Gambarini. To start, Ms. Gambarini gave some context about the MS4 permit and stated that the permit was issued in 2003. The new permit was issued in 2016. Both permits target control of runoff during construction to prevent erosion and transport of sediment in stormwater, as well as reduce stormwater pollutants post construction on new or redevelopment sites through retention of treatment. Ms. Gambarini explained that the 2016 permit has much more to do with redevelopment, where there are specific standards for these types of projects and the threshold is an acre or more of disturbance. Ms. Gambarini described some new post construction regulations in stormwater management. For low impact development, site planning and design strategies must be implemented unless “infeasible,” which would be not technologically possible, or not economically practicable. After speaking about post construction regulations, Ms. Gambarini spoke about impacts from extreme weather. Ms. Gambarini went on to say that, strategies to deal with water quality are complementary to approaches in dealing with extremes in rainfall and summer heat. This will reduce impervious cover and use green infrastructure, and can help to create landscapes that can absorb rainfall and cool ambient air temperatures during hot weather. She then presented some examples of bio retention areas and rain gardens, which soaks up rainfall and reduces the amount of water going through the stormwater system. Ms. Gambarini then gave a summary of the work. – Update General Bylaw Article 6, chapter 600: governing discharges to the Municipal Separate Storm Sewer System (MS4), - Combine elements in Article 6, chapter 700 and 800 to serve as more simplified stormwater management and erosion control bylaw (chapter 700 addressed erosion and sediment control during construction, chapter 800 addressed stormwater management post construction requirements). - Update new chapter 800 (combined with chapter 700) to comply with MS4 permit requirements and pull technical detail and standards into new stormwater regulations. – Update Subdivision Regulations and Zoning Bylaws to align with updated Bylaw and MS4 permit requirements and advance low impact development practices and improve street design and parking lot guidelines. Ms. Gambarini explained the highlights of the proposed changes. In addition to the link to the video recording, you can also find a copy of the presentation slides in the Select Board Agenda Packet, linked under “documents” at the end of these minutes. After the conclusion of the presentation, members of the Select Board and Planning Board were able to ask questions about the proposed changes. Mr. Levine commented that we are a built out Town and there is not a lot of room for new development, he questioned is there was a reason we would stick with the one acre to trigger this, or is it better to have an incremental approach for smaller redevelopment. Ms. Gambarini stated that it is dependent on the issues that you are seeing as a Town with some of the smaller redevelopment projects specifically. Mr. Gold and Mr. Gunn spoke about the issue of having to bring these changes to Town Meeting. Mr. Gold questioned if there are specific items in the bylaw changes that we need to exempt and to what extent do we have to ability to do so in order to move this forward at Town Meeting. Ms. Meise-Munns stated that in working group meetings with PVPC and the Town Engineer, Tim Keane, we discussed not including any additional prohibitions other than what was required by the MS4 permit. Ms. Meise-Munns went on to say that, everything that you are seeing that is new in article 6 chapter 600 is required with the permit. Ms. Gambarini stated that this was done in July, and she will go back to confirm that the only changes were requirements to the MS4 permit. Ms. Thibodeau questioned the timing of having to come in compliance with the permit, as right now stated is 14 days in the proposed changes. Ms. Gambarini stated that there might be potential to expand this if it makes sense. Mr. Gold raised the question about enforcement and who and how will this be enforced. Mr. Gunn made the point that in Massachusetts it is illegal to do your own plumbing, so that would be a trigger if you need to have your sump pump fixed, the

plumber could supposedly enforce this and not issue a permit without disconnecting it from the stormwater system. Ms. Simmons mentioned that this could be brought to the Annual Town Meeting in either the Spring or the Fall Town Meeting, and that there is no specific timeframe with this. Ms. Simmons questioned what happened at the Town Meeting when the first ever stormwater bylaws passed. Mr. Colton stated that this was in 2008 and he does not recall any big deal surrounding this topic back then. Ms. Meise-Munns explained that we are also not seeing that many affects from smaller projects as Mr. Levine mentioned earlier. Mr. Gold questioned if we have the ability to change enforcement or the responsible party to grant waivers from the DPW Director to the Planning Board or Conservation Commission. Ms. Simmons stated that historically the DPW Director and Engineering Department are the ones to give this waiver. Ms. Gambarini stated that it is dependent on where the Town feels it has that technical expertise. Ms. Simmons stated that she would not recommend using code enforcement officers to enforce this because of the technical aspect. Mr. Van Deusen explained some compliance methods that he has used in the past to enforce the MS4 permit. Generally, we try to work with the property owner to work on areas that need to come into compliance; Mr. Van Deusen went on to say. Mr. Gold questioned if this would align with the changes made to adopt General Code. Ms. Simmons explained that it would be brought into that format. Mr. Colton also stated that site and design review does not apply to individual houses, and confirmed that there would be no oversight from the Planning Board on this. A discussion ensued about public education and hearings on these proposed changes in the near future in order to have all the information out there ahead of Town Meeting.

Mr. Gold made a motion to refer the proposed zoning bylaw changes to the Planning Board for further action. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 4-0.

Mr. Gunn made the motion to adjourn the Planning Board portion of the meeting. Mr. Legiadre seconded and the motion passed unanimously. The regular meeting of the Planning Board would continue in the meeting room next door.

Diversity, Equity, and Inclusion (DEI) Committee Appointments

Mr. Gold made the motion to appoint Gabriel Mokwuah to the DEI Committee. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 3-0.

Select Board Comments

Mr. Levine noted the passing of Peter Landon, a Town resident and a great champion of Town parks and school fields. Mr. Levine explained that we were very lucky to have him in Town. Mr. Levine went on to mention the pipe burst at Center School this week and thanked Town employees and the DPW along with the teachers on their hard work to get operations back up and running.

Mr. Gold stated that he attended the PVPC meeting of the Metropolitan Planning Organization (MPO), where they discussed the Blueberry Hill School Safe Routes to School project. Mr. Gold explained that the project was advertised for bid in November and bids were opened on January 4. As of January 20, a bid was rewarded to NC Incorporation of Ludlow for \$357,635; Mr. Gold went on to say. Mr. Gold stated that this is from federal money and state money and does not believe any local money is spent on this project. Mr. Gold also stated that he attended a PVRTA meeting in January as well. Some changes were made to the dial-a-ride system, and the hours were changed to run until 8 PM and on Saturdays. This is a great advantage for Longmeadow residents, Mr. Gold explained. Mr. Gold also detailed a tour that he took with Ms. Simmons and Mr. Van Deusen to the Municipal Recycling Facility, where the Town's recycling of bottles, cans, and paper goes. Mr. Gold stated that our dual streamed recycling system of separating out recyclables based on the week really does pay off. Mr. Gold also attended a Building Committee Meeting and stated that there is

some discussion that the Select Board needs to have about the PBC connection and responsibility to the Capital Planning and Community Preservation Committees.

Town Manager's Report

Bliss/Reynolds and Greenwood Pools A contract was signed with AECOM for designer and consulting services in the amount of \$70,599 for improvements to pool drainage at each facility. Work at each facility is broken down into 3 phases. Phase 1 is field survey, wetland delineation and permitting. Phase 2 is design development and bid plans. Phase 3 is construction phase services.

BETA Engineering BETA engineering is working on the comprehensive pavement management plan. In the work, they have done so far, they have discovered that the town was being underfunded by 9 miles of roadway per year. This is due to a mis-calculation in MassDOTs accounting of Longmeadow's public roadways. This will add approximately \$9k - \$10k in additional Chapter 90 funds, which just about covers the cost of the BETA engineering work. Once the report is finalized, BETA will present the results at an upcoming Select Board meeting sometime this spring.

Maple Center Shopping Plaza During the January 3, 2023 Town Manager Report, Ms. Simmons shared photos and an update on the cleanup efforts at the Maple Center shopping plaza. Ms. Simmons was very pleased to provide these updated photos that show the basement area has been cleaned out. The architect and structural engineer have been on site and expect to have construction documents ready in approximately 30 days. The before and after photos are quite impressive. You can view the photos [here](#).

Communication and Engagement With the increased effort in communication methods, we have been tracking overall engagement on social media. The numbers are interesting and help to review as we continue our communication planning efforts. Some of the analytics can be seen [here](#). These numbers could be helpful in figuring out what works best, as far as communication goes, and what changes we can make in the future to improve. One of the most important pieces to take away from analytics from the last 6 months is growth and engagement rate, which is higher than most communities in comparison.

Mr. Levine questioned if the other issues at Bliss Pool will be addressed in this work. Ms. Simmons stated that the work that AECOM is doing would address all encompassing and not just the drainage. She explained that this is just for the design work at this time. Mr. Gold questioned if there is a timeframe of an intent to open the pools. Ms. Simmons stated that it is doubtful that Bliss Pool would be opened this summer because of the ongoing work. Ms. Simmons spoke about the H&H study as well as the Active Recreation Conditions Assessment in addressing work in the Bliss and Laurel Parks's areas. Ms. Simmons explained that there is a public component to this work and encouraged people to look out for that information.

Old Business

A. Approval of Meeting Minutes

Mr. Gold made the motion to approve the January 17, 2023 Select Board regular meeting minutes. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 3-0.

New Business

A. Discussion on New DEP Water Use Conservation Regulation and MWWA Involvement

Ms. Simmons stated that we have been following this issue and participated in a webinar last week with Mass Water Works Association, who are filing legal suit against Mass DEP about new regulations. Ms. Simmons explained that Springfield Water would be directly impacted as they have the permit with DEP. The Town of Longmeadow would be impacted by this but Ms. Simmons was unsure of the Town would have standing in

the lawsuit. Mr. Gold explained that he is in favor of the Town joining Springfield in support, but not necessarily in the lawsuit. Ms. Simmons also explained that it appears Springfield will also receive and be qualified for an exemption within these new regulations. Mr. Levine stated that it would not surprise him if we could get standing, but it does not make sense to him financially to join this lawsuit with all of the pending legal bills currently. Mr. Levine was in favor as well as support through a letter. The Board agreed that they would be happy to write a letter in support as a customer to Springfield Water in this pending suit of opposition to these regulations.

B. Proposed Trench Collapse Protection Policy

Mr. Gold stated that this was triggered from our last meeting in discussion with Eversource about their upcoming projects. Mr. Gold explained that it is important for the DPW and contractors to be aware of the possibility of collapsing trenches while working in Town. Mr. Gold stated that he worked with Mr. Van Deusen on developing a draft policy and believes we have an obligation to advise contractors of the current situation in hopes of improving safety. Mr. Gold referred this back to the DPW to look at and update accordingly. Mr. Van Deusen will work with staff to complete this policy and will bring back to the Board for approval at an upcoming meeting.

C. Quarterly Investment Report

Erica Brunell, Town Treasurer and Collector presented the quarterly report on the status of the Town's cash investments for the period ending December 31, 2022. Ms. Brunell stated that we have seen interest rates continue to increase; most noteworthy was Peoples Savings Bank who offered a rate of 3.80% on our daily depository account. This was up 2.47% from the end of last quarter, Ms. Brunell explained. Also noteworthy is Newburyport Savings bank who offers 3.35%, which is up 1.25% from last quarter. Ms. Brunell stated that we continue to monitor the interest rates on a daily basis and was happy to announce that she opened a CD in January, at 4.0% for 9 months and will hold a large stake of our Stabilization Fund. This will increase interest revenue greatly, Ms. Brunell explained. The balance as of December was \$5.5 million in the OPEB pension reserve fund. Ms. Brunell went on to say that, she would continue to seek the highest interest rates to diversify funds and maintain all compliance within Massachusetts and state and federal laws. Mr. Gold questioned if we have the ability to negotiate interest rates at all with banks. Ms. Brunell stated that the CD she mentioned earlier was at a negotiated rate, so there is some opportunity to negotiate this. Ms. Brunell stated that they would continue to have these discussions as the interest rates are fluctuating. Mr. Levine questioned if there is a policy on a limit to tie up funds. Ms. Brunell stated that the policy is five-years, but was more comfortable entering one for 9-months to avoid any penalties and so forth.

D. Council on Aging Revolving Fund Limit Increase

Mr. Leyden requested an increase in the revolving fund limit from \$85,000 to \$150,000, the reason being that over the past year there has been much growth in the facility as well a growth in in expenses. Mr. Leyden stated that he would analyze this after the fiscal year to determine if a permanent increase is needed. Mr. Levine questioned how he arrived at 150K. Mr. Leyden stated that he determined a little bit of a cushion needed to get through the rest of the fiscal year, with increase in nutrition program expenses, etc. Mr. Gold asked Mr. Leyden to explain what expenses come out of this fund and what money goes into it. Mr. Leyden stated that all of the COA's nutrition expenses go out of this fund, and vendor payments are made from this account as well. With a gain in popularity, we have seen our expenses begin to rise that \$85,000 will not cover, Mr. Leyden stated. Payments for programs will go into the fund, and payments made to host the programs, i.e. Vendor fees will come out of it. Suggested donations are made for some of the nutrition programs that are allocated to this fund. Mr. Gold questioned why there would be a cap on a revolving fund in general. Ms. Simmons stated that this could be based on control over the account but would look into the

specifics.

Mr. Gold made the motion to increase the limit of the revolving fund for the Adult Center to \$150,000. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 3-0.

E. One Day Liquor License Applications

a. Longmeadow Adult Center Community Fund

Mr. Gold made the motion to approve two one-day liquor licenses for LACCF for March 2 and March 16 from 5-7:30 PM at the Adult Center. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 3-0.

F. DLTA Request to PVPC

Ms. Simmons explained that this request will help the housing needs assessment that needs to be update and it all feeds into the Long Range Plan to help plan for growth and housing. It requires the Planning Board Chair or Chief Executive Officer, Select Board, to sign off on it. Ms. Simmons explained that this is part of an allotment of services to the Town of Longmeadow.

Mr. Gold made the motion to authorize the Town Manager to sign this DLTA request to PVPC. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 3-0.

Correspondence (All Correspondence material can be found in the SB agenda packet linked under “documents” at the end of these minutes)

MELANSON LETTER.PDF

COMCAST LETTERS.PDF

TOWN OF LONGMEADOW MAIL – ADULT CENTER BUDGET (1).PDF

TOWN OF LONGMEADOW MAIL – FOLOCA CLARIFICATION.PDF

Adjourn

Mr. Gold made the motion to adjourn the Select Board Regular Meeting at 8:50 p.m. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 3-0.

Documents

[Select Board February 6 2023 Regular Meeting Agenda Packet](#)

Respectfully submitted,

Michael Barbieri