

Select Board Regular Meeting
Monday, May 15, 2023- 7:00 p.m.
Longmeadow High School, Meeting Room A15
535 Bliss Road, Longmeadow, MA
Hybrid Meeting

Select Board Members Present: Chair Joshua Levine, Mark Gold, Dan Zwirko, Thomas Lachiusa, Vineeth Hemavathi.

Staff Present: Lyn Simmons, Michael Barbieri, Paul Pasterczyk, Erica Brunell.

Also Present: Steven Locke, Ben Mann, Antoinette Morgillo, Jaqueline Neiman, Alex Metrieski.

Chair, Josh 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.

Mr. 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

2023 Annual Town Meeting Thank You! Thank you to all of the volunteers, registered voters, staff and media who attended the Annual Town Meeting last week on May 9. The minutes of the meeting will be uploaded to www.longmeadowma.gov later this week and a recording of the meeting can be viewed on the [LCTV Youtube Page](#).

Longmeadow Long-Range Plan Community Visioning Workshop: The Long-Range Plan Steering Committee invites the entire Longmeadow community to attend a workshop to learn about the long-range planning process and participate in interactive exercises to make your voices heard. The visioning workshop will be held on Wednesday, May 24, 2023 from 7 PM - 9 PM at the Longmeadow Adult Center Multimedia room. Visit www.longmeadowma.gov/LongRangePlan for more information.

Longmeadow Climate Change Perspectives: Please join the Town of Longmeadow and Arts Integration Studio for a creative exhibit and community conversation focusing on Longmeadow's resilient and forward thinking, community scaled, and climate change solutions. The event will be held at the Longmeadow Adult Center on Friday, June 9, 2023 from 4 PM - 6 PM. To RSVP and learn more about the event, visit www.longmeadowma.gov/CivicAlerts

Spring Hydrant Flushing Program: The Longmeadow Department of Public Works (DPW) began conducting its spring hydrant-flushing program on May 1st. Hydrant flushing will occur between 5:30 pm – 11:30 pm Monday through Thursday. Automatic hydrant flushers will also be dispersed throughout the system during these hours. Flushing will begin in Section 1 and conclude in Section 6. A map of all of the sections and additional information can be found at www.longmeadowma.gov/CivicAlerts

Resident Comments

Steven Locke, of 98 Brooks Road, was present to speak during the resident comment section of the meeting. Mr. Locke was interested in exploring the conversation of getting Verizon FIOS or another high-speed internet

provider into the Town. Mr. Locke explained that through community conversations, he believes that there is interest among residents to explore this initiative. Mr. Locke requested to revisit this topic on a future meeting agenda.

Ben Mann, of 17 Farmington Avenue, attended to speak during the resident comment section of the meeting. Mr. Mann explained his frustration of the newly painted lines on Ellington Street and that the residents in this area were elated when the Board voted to remove the lines and not have them painted on Farmington Avenue. Mr. Mann commented that receiving the quote this afternoon, and learning that the estimated cost to remove the lines was 30-60 times more, was alarming. Mr. Mann explained that this situation is very problematic and urged the Board to look into accountability for this. He went on to request that the Select Board investigate and look into this situation further as it is a violation of the public's trust.

Antoinette Mongillo, of 44 Farmington Avenue, attended to speak during the resident comment section of the meeting. Ms. Mongillo wanted to confirm what Mr. Mann started and explained that he was not alone in the feelings of frustration with this situation.

Jaqueline Neiman, of 61 Ellington Street, attended to speak during the resident comment portion of the meeting. Ms. Neiman echoed the comments of her neighbors who spoke prior. Given the cost it was to paint the lines, the cost to remove them seems astronomical, Ms. Neiman commented. She went on to say that, she understands that the solution of painting over the lines is not effective, but stated that the process of getting them removed with another method is taking longer than anticipated. Ms. Neiman believes that painting over the lines in black is a good temporary measure until the process of completely removing can be expedited.

Alex Metrieski, of 68 Ellington Street, attended to speak during the resident comment section of the meeting. Mr. Metrieski explained his frustration with the lines being painted on a Thursday night with no notice to the neighbors. He commented that he had reached out to the DPW and sent a message to the Select Board detailing the events. Mr. Metrieski stated that the project should have been stopped that day after multiple residents reached out, but the contactor coming back later on Friday to paint the fog lines compounded the error. Mr. Metrieski noted that he does appreciate that the Town tried to do something and it should not go unnoticed that the Town Manager and others thought that there was a traffic issue and wanted to help alleviate those concerns. Mr. Metrieski wanted to confirm the next steps for these specific traffic concerns and others in Town in general.

Select Board Comments

Mr. Levine commented that it is great to see the usage of Wolf Swamp Fields. He stated that it is fantastic for the Town and looks forward to seeing what comes of it when the advertisements and revenue begins to come in as well. Mr. Levine also spoke about the road markings on Ellington Street and explained that there is an agenda topic coming up later in the meeting to address next steps. Mr. Levine explained that he understands the frustration in timing and it is very difficult to retain a contractor at this time. Mr. Levine stated that he would address additional comments later in old business.

Town Manager's Report

Eastern Hampden Shared Public Health Services The Eastern Hampden Shared Public Health Services (Longmeadow, Monson, Hampden and Wilbraham) was informed that it is eligible and will be receiving an additional \$163,000 in grant funding on top of our current Public Health Excellence grant allotment, bringing the total for FY24 to \$393,000. The additional funds were made possible through a capacity assessment completed by Health Director McCool. This assessment looked at the shared service arrangement population size, community resilience estimate and the level of need. This funding directly supports the EHSPHS program,

including the full time public health nurse, inspector and shared services coordinator position.

Fireworks at Longmeadow County Club On June 16, 2023, the Longmeadow Country Club is planning a fireworks display. A permit for the display has been filed with the Longmeadow Fire Department. We plan to provide notification to residents by social media, signage, and a CodeRED reverse 911 call before the event. Community Compact IT Study Work on the IT study is wrapping up. The consultant is writing the report and we should have a draft to review in the next few weeks.

Community Compact Wage and Classification Study All interviews of staff with positions included in the study have been conducted. The consultant is working on the grade grouping for positions and finalizing job descriptions. Once the job description preparation is done, they will be distributed back out to staff for one last review. Upon completion of the position grading's the report will be written. Once accepted, I will begin implementation discussions.

Mobile App Work is continuing on the mobile app. The paperwork to authorize the app on the iTunes store has been completed. The initial graphic design has been approved. We are hoping to launch the app in the beginning of June.

Mr. Gold questioned if the public health supplemental funding would reduce the amount that constituent Towns have to pay in, or is that going to increase and we can hire more people. Ms. Simmons explained that we do not intend to hire additional people, but it will reduce the assessments that would go out to each community.

Mr. Levine thanked Ms. Simmons for the update on the cell tower and Verizon being active as this is a question he receives often. Mr. Levine questioned what we are doing differently this year for the public notification on the LCC fireworks. Ms. Simmons commented that we did not do the reverse 911 (coded) call that we plan to do this year to every household. There were signs last year and it was posted to social media, the same will occur this year, Ms. Simmons added. Mr. Levine questioned if coded is sent out to anyone with a number in Town, or do you have to sign up for something. The emergency setting in coded is sent out to every number and we will likely do this for the mentioned event, if the opt-in setting was used, then not everyone would receive the call, Ms. Simmons added. Coded used a geo-location tool that notifies anyone within that area.

Department Monthly Reports – April

(All Department monthly reports for April can be found in the Select Board Agenda Packet, linked under "documents" at the end of these minutes)

Mr. Levine thanked Paul Healy and the Building Department for the thorough report on Code Enforcement. Mr. Levine added that it seems like there is a lot going on and the work seems to be making a difference. Mr. A request was also made to have the DPW submit monthly reports rather than providing quarterly updates. Mr.

Old Business

A. Approval of Meeting Minutes: Deferred to next meeting

B. Update – Ellington / Farmington Traffic Calming and Street Line Removal

Ms. Simmons explained that late today we received back one of the last quotes we were waiting on. The DPW had reached out to five firms who do this type of work, with the differing options of painting, grinding, or sand blasting options. Ms. Simmons stated that when this project occurred on Greenacre, sandblasting was chosen as the type of work. Ms. Simmons explained that the Board could give feedback on which approach to take based on the quotes received for the different type of work. Mr. Gold commented that painting, although temporary, is the financially responsible way to go. Mr. Gold stated that this is cost efficient and may account for much of what we want to achieve. Mr. Lachiusa commented that sand blasting might cause the least amount of damage and would be the most permanent solution. Mr. Levine stated that he does not want to paint over the

lines and then sand blast later. He was also in favor of sandblasting. Mr. Zwirko also stated that he fully supports sandblasting the lines. Mr. Zwirko commented that we owe it to the residents of this area to get this done efficiently. Mr. Zwirko questioned the timeframe of the work. Ms. Simmons stated that we only have quotes right now and timing and costs will be solidified once a decision is made of which route to take. Mr. Levine commented that working on the traffic calming policy is a priority and wanted to reiterate that the overall goal is safety. Mr. Gold questioned what fiscal year we are doing this project in and how it will be funded. Mr. Hemavathi also questioned when the paving of these roads are scheduled and if the maintenance work will create more work in the future. Mr. Zwirko asked who would be looking into repaving the whole road rather than the 8-foot section of repair. Ms. Simmons commented that this would have to be a change order to a current contract that is already put out. Mr. Gold commented that the point of the 6-foot pavement repair requirement is to make it more of an acceptable patch after digging up the roads. Mr. Gold stated that Farmington and Ellington are two of many roads that we receive traffic complaints about. Mr. Gold suggested setting up processes within the traffic-calming policy to address issues in a comprehensive manner. Mr. Levine questioned if the Converse Longmeadow Street project would improve the traffic concerns in this area. Ms. Simmons commented that it would be reengineered to accommodate traffic and the turning radius at that intersection.

Mr. Lachiusa made the motion to award a contract to the lowest qualified bidder for sandblasting the double yellow lines on Ellington Street. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 5-0.

C. Discussion on Rescinding Board / Committee Appointments

Mr. Zwirko made the motion to rescind the appointment of Pat Gotschlict to the Conservation Commission. Mr. Lachiusa seconded the motion. The motion passed unanimously by a vote of 5-0.

Mr. Gold commented that there are conflicts with his ability to attend meetings and the inability to participate in meetings has made it difficult to meet their obligations.

Mr. Gold commented that he believes that residents serve at the pleasure of the Board with the committees that they participate in, and to the extent that there have become issues with Stephen Platzer's participation on several boards and committees, Mr. Gold recommended that the Board withdraw Mr. Platzer's appointments from these committees.

Mr. Gold made the motion to withdraw Mr. Platzer's appointment to the DEI Committee and Council on Aging Board of Directors. Mr. Lachiusa seconded the motion. The motion passed unanimously by a vote of 5-0.

Mr. Levine noted that this is a hard thing to do but feels that it is appropriate.

D. Set 2023 Annual Town Election Warrant

Mr. Gold made the motion to set the Annual Town Election Warrant for June 13, 7:00 a.m. for the purposes of electing one Select Board member, three School Committee members, one Planning Board member, and one Housing Authority member. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 5-0.

New Business

A. Bond Anticipation Notes

Mr. Paul Pasterczyk commented on funding for the line removal project and stated that with approval from the Select Board and Finance Committee, with the last 2 months of the fiscal year, you can make transfers from other operating budgets. Mr. Pasterczyk stated that Ms. Brunell had gone out on May 10 to entertain bids for a number of authorizations, which are outlined in the letter. The LHS Air Handlers, water main replacement drawings, water quality flow enhancements, sewer capacity management, and the stormwater asset management. The BAN we were looking for was \$1,090,000 for a half a year / 177 days, Mr. Pasterczyk stated.

Ms. Brunell received seven bids, and that it is to know that the competition was there. Bids ranged from 4.012% to 5.5% and our recommendation is to go with the low bidder, which is Piper Sandler and Company, with the lowest net interest cost of 4.012%, Mr. Pasterczyk added. This month we are also retiring the last payments on Kingsbury and Farmlea that were in the FY23 budgets and authorizations have been fully payed. Mr. Levine comments that Piper Sandler has the highest rate but lowest net interest costs and asked Mr. Pasterczyk to explain this. Mr. Pasterczyk explained that they are going to pay the Town a premium and give us a certain dollar amount upfront, which is itemized in the document as \$10,649. This reduces the actual net interest cost to that lower rate, Mr. Pasterczyk explained. Mr. Levine questioned why two of the bidders offering a premium. Mr. Pasterczyk commented that this was probably because they may have investors who would want a higher rate and are willing to pay the money upfront to get that lower interest rate. Mr. Gold questioned what would happen in 177 days. Mr. Pasterczyk stated that because the short-term interest rates are higher than the long-term ones, we wanted to see in the fall if it was feasible for us to go out and take a longer-term permanent bond. There are higher issuance costs with a permanent bond as opposed to the lower bond issuance costs when it comes to the BAN. Mr. Pasterczyk stated that given the 1% variable, in the end it could be advantageous to keep rolling over BAN's. Mr. Gold questioned what other borrowing we anticipate rolling in. Mr. Pasterczyk commented that it would be the remaining bond amounts from what we are discussing tonight, and then add the following: Emerson water mains at \$900,000, Cooley Drive water mains at \$750,000, and at that point in time the feasibility study for the middle schools. If these were all rolled over with the remaining amounts from tonight, it would be a 3.115% borrowing in the fall, Mr. Pasterczyk explained. Mr. Lachiusa questioned if we are restricted to Massachusetts companies on percentages with BAN's and if we have ever worked with this company before. Mr. Pasterczyk stated that we are not restricted and asked Ms. Brunell if she has ever worked with this company before. Ms. Brunell stated that she has never worked with them, but was able to receive recommendations from others concerning their work.

Mr. Gold made the motion to award Piper Sandler Company a 177 day \$1,090,000 Bond Anticipation Note at the net interest cost of 4.012% as recommended by the Finance Department and Treasurer. Mr. Hemavathi seconded the motion. The motion passed unanimously by a vote of 5-0.

B. One-Day Liquor License Applications

a. St. Mary's Parish – Volunteer Appreciation Dinner

Mr. Lachiusa made the motion to approve the One-Day Liquor License for the volunteer appreciation dinner on May 23, 2023, from 6 – 9 pm. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 5-0.

b. Longmeadow Adult Center Community Fund (2) Two Applications

Mr. Lachiusa made the motion to approve two (2) One-Day Liquor Licenses for LACCF for an Art Show event on June 1, 2023 from 5-7 pm and for an international dinner on June 22, 2023, from 5-7:30 pm. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 5-0.

Mr. Gold commented that he got a call from a resident with the concern that Longmeadow Adult Center events are sold out with primarily non-residents. Mr. Gold explained that he would love to see a sign up method where residents could have the opportunity to sign up first. Ms. Simmons stated that they currently do this for all of the programming, except for the international dinners, which is what has been selling out fast. Ms. Simmons went on to explain that the Adult Center is making minor tweaks to the programming structure, and all events outside of the international dinners give residents preferential options to register. The dinners have been very popular and if this sign-up method does not work out, tweaks to the system can be made again.

c. St. Mary's Knights of Columbus, Council 5406 – Pasta Dinner Fundraiser

Mr. Lachiusa made the motion to approve the One-Day Liquor License for the event on June 10, 2023 from

4:30 – 7 pm. Mr. Zwirko seconded the motion. Then motion passed unanimously by a vote of 5-0.

C. Notification – Dog as Nuisance Complaint

Mr. Levine commented about the Dog as Nuisance complaint received from 611 Frank Smith Road. Mr. Levine explained that the bylaw and statute states that the Select Board must take action and investigate/cause an examination under oath of the complainants, about the nature of the dog and allegations. Mr. Levine suggested referring this matter to the Animal Control Officer for further investigation. Mr. Gold suggested that the original action of causing the investigation be the Administrative Assistant reaching out to the complainant about the process of getting in touch the Animal Control Officer. Mr. Gold explained that this would then alleviate the two-week time span in between meetings, and then the Select Board could set the hearing or have further discussion appropriately with the backing of facts to make a decision. Mr. Levine stated that we should run this by Town Counsel, as he reads the statute as the Select Board needs to cause the investigation and give further direction. Mr. Lachiusa commented about possible restrictions for noises made by dogs because of new considerations with working from home, etc. Mr. Levine requested to run this by counsel for an interpretation of the statute because it would be helpful to know what “Select Board must take action” refers to. Mr. Zwirko also mentioned looking into the bylaw to clarify a certain process for residents looking to submit these complaints.

Mr. Hemavathi made the motion for the Select Board to request that Animal Control initiate the investigation into the dog as nuisance complaint. Mr. Zwirko seconded the motion. The motion passed unanimously by a vote of 5-0.

D. Legal RFP Review Process

Ms. Simmons stated that upon request of the Select Board and a goal for FY2023, we have gone out to bid for both Town Counsel and Labor Counsel Services. We received eight responses that are summarized in the document attached to the agenda. The appointment of both counsels is the Select Board’s authority. Ms. Simmons stated that the Board could direct the Town Manager to review the submissions with a core group of departments that seek legal counsel, or we could do a public vetting if you choose to and there are no options for executive session. Mr. Levine agreed that because direct contact comes through Ms. Simmons and Department Heads, he supports that directing the Town Manager to meet with a group of Department heads would be appropriate. Mr. Gold commented that part of the information that we need is the data on how much we use these counsels. Mr. Gold went on to say that, these are all hourly rates and having this information could make a difference in putting emphasis on having someone local appointed. Ms. Simmons commented that there is a retainer for both firms currently. Annually the costs are \$12,000 for Labor Counsel and \$64,000 for Town Counsel General. There are also projects outside of this retainer that happens frequently with Town Counsel. Mr. Lachiusa commented that there are only two local firms on this list, and he was in support of sticking with the same attorneys as used in FY23 due to great relationship and responsiveness.

Mr. Gold made the motion to direct the Town Manager and Department Heads to review the RFP’s for Labor and Legal Counsel. Mr. Levine seconded the motion. The motion passed unanimously by a vote of 5-0.

E. Hampden County Regional Retirement Board (HCRRB) – 5% Local COLA Option

This letter was received by the Town Clerk’s office and there was a delay in the Town Managers office receiving this notification. Mr. Gold explained that there are some concerns and issues with the memo that were brought to his attention. For example, the memo states that the Governor signed an option that increases COLA by 5%. Mr. Gold explained that the Governor’s option was at 3% with a supplemental budget option for two percent, and they were not in one unit. The proposal was mostly to cover teachers and other people primarily because there is a minimum level of pensions for teachers at \$13,000, Mr. Gold explained. Mr. Gold noted that the HCRRB sets their pension at \$18,000. Mr. Gold stated that the letter explains that the HCRRB can only assess

Towns at an 8% increase for a certain number of years, and after this, it would go down a little bit. Mr. Gold believes that it would not decrease without the additional \$5.5 million from the COLA increase but this was not indicated in the letter. Mr. Gold explained that this is not a onetime increase. Mr. Levine questioned if the other Towns have accepted this. Mr. Gold stated that other Towns have accepted a local supplemental COLA but they use a different basis of \$13,000. A discussion ensued further about the concerns and how projections would look for retirement fees and assessments in the future. Mr. Levine questioned the timeframe for accepting these provisions. Mr. Gold stated that this is retroactive to July 1 and Ms. Simmons explained that we could bring this up for vote at a future meeting. Ms. Simmons stated that there was a notice from MMA last year about this passing and there was a brief conversation with the Finance Director at this time. Ms. Simmons will go back and talk with Mr. Pasterczyk to see if there are any other thoughts in the meantime and will provide an update to the Board accordingly. Mr. Levine explained that we would table this discussion for next meeting.

F. Town Manager Annual Evaluation Process

The Board received a memo detailing when to submit their Annual Evaluations for the Town Manager for FY23. Submissions should be received by May 31, 2023 for compiling on the June 5 agenda for discussions. The Board will receive copies of the evaluation form along with the updated goals document to reference.

G. Summer Meeting Schedule Discussion

It was explained that the Air Handler replacement project would begin in late June causing there to be no air conditioning in meeting room A15. A proposal was made for a summer meeting consolidation, and was included in the agenda. The memo details a revised schedule to meet on June 26 (In place of June 19 and July 3 for holidays), June 17 and August 17 at a different location and hybrid for zoom information. Mr. Gold recommended meeting more than once in July and August so that we can come up with a formal plan of goals and objectives. Most of the time the Select Board is reactive and the summer gives an opportunity to be proactive including setting the goals appropriately. Mr. Levine stated that we could have the formal goal setting at one of those meetings scheduled. Mr. Levine suggested going with this consolidated schedule and then calling additional meetings in addition if items or topics of pressing nature come up. Mr. Zwirko also agreed with leveraging the meetings in summer months for goal setting and other tasks would be appropriate. Mr. Hemavathi and Mr. Lachiusa also agreed stated that due to the circumstances with the air handler project this consolidation would be helpful for scheduling.

Mr. Levine made a motion to implement the summer schedule as presented. Mr. Zwirko seconded the motion. The motion passed by a vote of 4-1 (Gold – No).

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

TOWN OF LONGMEADOW MAIL – RE_ [EXTERNAL] UPDATE ON LINE REMOVAL ON ELLINGTON STREET.PDF

5 PERCENT LOAL COLA OPTION (1).PDF

TOWN OF LONGMEADOW MAIL – TRAFFIC CALMING ELLINGTON_FARMINGTON_REDFERN.PDF

Adjourn

Mr. Gold made the motion to adjourn the meeting at 8:52 p.m. Mr. Lachiusa seconded the motion. The motion passed unanimously by a vote of 5-0. The meeting was adjourned.

05.15.23 Select Board Regular Meeting Minutes
Approved: 7.17.2023

Documents

[SELECT BOARD MAY 15 2023 REGULAR MEETING AGENDA PACKET](#)

Respectfully submitted,

Michael Barbieri