

**Minutes
Board of Selectmen
February 18, 2003
Police Station Community Room
7:00 p.m.**

Acting Chairman Brian Ashe called the meeting to order at 7:00 p.m.

Present: Selectmen Brian M. Ashe and Hal W. Haberman

Also Present: Town Administrator Susan Wright.

Absent: Gerard Nolet

Acceptance of Minutes: The minutes of the February 3, 2003 regular and executive sessions were accepted as presented. The minutes of the February 11 and 13, 2003 special meetings and the February 13, 2003 Executive Session were also approved.

Visitor Comment & Question Period: There were no visitors present to comment.

Representative Mary Rogeness: Representative Rogeness will be present at the next regular meeting.

New Business:

1. One Day Liquor Licenses: The Board approved the following one-day Liquor License Applications: For Kate Hinman for an event for the Friends of the Storrs Library to be held on April 5, 2003 at the Library. For Bob Basdekis for a Class Reunion to be held on April 12, 2003 at Bay Path College.

2. Charter Commission: The Board noted a letter from Town Clerk Louise Lines informing them that a Charter Revision/Adoption Petition has been filed with the Registrars of Voters signed by more than fifteen percent of the registered voters and that the signatures have been certified. The Board voted to place the question on the ballot at the next regular town election, which has been scheduled for May 20, 2003. The question shall be as follows:

“Shall a commission be elected to frame a charter for the Town of Longmeadow”

The vote on the question submitted and the election of the charter commission takes place at the same time. If the vote on the question submitted is in the affirmative, the nine candidates receiving the highest number of votes shall be declared elected. It was noted by the Board that nomination papers to run for the charter commission are due to the Town Clerk by April 1, 2003.

3. Annual Town Meeting: The Annual Town Meeting has been set for May 13, 2003. The Board set the deadline for submission of articles and petition articles for March 19, 2003 at 4:00 P.M. All department heads and the public will be notified.

4. Mutual Aid Agreements: The Board reviewed a Mutual Aid Agreement between the North Thompsonville Fire District and the Town of Longmeadow. The Longmeadow Fire Department has enjoyed a working relationship with the various Fire Districts in the Town of Enfield. These districts, especially the North Thompsonville District, have responded to the aid of Longmeadow residents and we have aided the Enfield community. Up until this time, this relationship has been informal, leaving both communities exposed to liabilities. A mutual aid agreement has been drafted by Town Counsel David Martel to protect both the Town of Longmeadow and Enfield.

The Board signed the agreement and noted that additional agreements would be forthcoming from other fire districts in Enfield.

5. Registrars of Voters: The Board appointed Mr. Joseph Kennedy, 11 Western Drive to the position of Registrar of Voters representing the vacancy formerly held by a Democrat. The term will expire in May of 2003 or until a successor is appointed.

6. Farm Agreement Renewal: The Board renew the farm agreement with Baggott Farms for one additional year for farming 166 acres of town-owned conservation land which is integrated with our leaf collection/composting program. There was only one bid submitted for the contract and the price was \$7,470 which calculates to \$45.00 per acre. The duration of the lease is from May 1 through October 15. All farming must be complete by October 15. Ms. Wright also noted for the Board that the spring leaf pick-up must be completed by May 1, 2003 according to the Conservation Commission, as no leaves can be spread after that date. She also reported that it will cost the town \$5,000 more for Baggott to spread the leaves in the spring and this will be funded out of the remaining funds in the leaf program.

Town Administrator Report: The Board reviewed the items in the Town Administrator's report.

Town Forum: With regard to the upcoming Town Forum scheduled for March 20, 2003, the board decided that they would like Carolyn Dann of the DEP to be present should questions come up about the proposed Pay-As-You-Throw campaign.

Department Head Furlough: In looking for belt-tightening ways to cut costs in next fiscal year, the Board discussed asking all Department Heads to consider taking a one week furlough (one week off unpaid) next fiscal year. The Board decided to make it a request, not a directive, but it could possibly be made a requirement as the budget picture becomes clearer. The Board discussed the idea of a deferral-of-payment program proposed by the Town Accountant, however, they were not in favor of pay deferrals at this time. The Town Administrator was instructed to send out a memorandum requesting the furlough.

FY03 Budget – Appropriations Committee Memorandum: The Board of Selectmen endorsed the request of the Appropriations Committee (dated February 14, 2003) that the town act now to ensure adequate levels of free cash going into FY04. The Board asked that a memorandum go out requesting that all department heads take every measure available to them to meet a 2% departmental turnback at the end of this fiscal year. In addition, all departments under the Board of Selectmen, from this date onward, must seek approval from the Board of Selectmen before filling any vacant positions due to budget concerns.

Public Safety Complex: There were two requests for expenses to come from the remaining funds in the Public Safety Complex project. The current undesignated balance in the account is \$17,000. The Fire Chief requested that the Board consider covering a \$689.00 expense for changing some of the automatic locking door mechanisms. Doors would lock automatically to areas that should be accessible. The Police Department requested that funds be designated to pay for repairs and installation of electric heaters to rectify the freezing pipes in the basement for \$2,422.20. These two costs were approved, however, no additional costs will be approved from the Public Safety Complex account again, if they are submitted after the fact.

The Police Chief also requested \$2,926 toward installing a fuel oil tank at the Police Department. This is the final stage of the conversion of the heating system at the Police Department. With the

addition of the oil tank, the building would have the capability of running on gas or oil. The Board deferred the decision to the next meeting.

Fire Truck: The Board noted that the Capital Planning Committee has recommended the purchase of a new fire truck and that the expense will be carried over several years. The Town Administrator suggested that there be discussions with the Appropriations Committee over the best way to finance the Fire Truck.

Correspondence:

Letter from Ronald Weingartner, 164 Longview Drive, regarding the trash fee, which he supports.

Letter from Douglas and Susan Bourbeau, regarding the trash fee, expressing their ideas for budget cutting measures and the fact they do not favor a trash fee.

Letter from Mary Ann Siclari, 169 Captain Road, regarding concerns about tree trimming. Letter was referred to the Tree Warden for a response.

Seeing no further business, the Board voted to enter into Executive Session, not to return to open session. The purpose of the Executive Session was to discuss collective bargaining. A roll call vote was taken:

Mr. Ashe	yes
Mr. Haberman	yes

The meeting adjourned at 7:35 P.M.

Respectfully submitted,

Susan Wright
Town Administrator