

Minutes
Board of Selectmen Meeting
Monday – July 21, 2003
Police Station Community Meeting Room
7:00 p.m.

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

Present: Selectmen Brian Ashe, Hal Haberman and John Papale.

Also Present: Town Administrator Susan Wright.

Acceptance of Minutes

The minutes of the June 25, 2003 Regular Meeting and the June 25, 2003 Executive Session were accepted as presented.

Visitor Comment and Questions: Leon Weiss of 62 Pinewood Drive and a resident since 1962 asked the Board about the Leaf Program. He suggested to the Board that as a resident, he is willing to pay for a town provided service and would like the opportunity to have bulk leaf pick-up offered to residents. Diane Nadeau of Shaker Road asked the Board about Town Counsel's request for additional funds from the last meeting. She suggested that the Board of Selectmen put the legal services out for bid. The Board explained that Attorney Martel had been Town Counsel for over 20 years, that our bylaws require the Town Counsel to be a resident and that with the nature of municipal law, it is to our benefit to have an attorney with a specialty in municipal law.

ZBA Applicant/Appointee Kate Bean: Chairman Ashe and the other Board members met with Ms. Bean and welcomed her as the new member of the ZBA. It was noted that Ms. Bean has been a resident since 1985 and has gone through the Historic District process and was quite suited to serve on this committee. Mr. Haberman noted that Mr. Phil Clark, Chairman of the ZBA, always carefully considered his recommendations and he was sure Ms. Bean would be an asset to the Board.

Old Business:

1. Reserve Fund Request for Town Buildings Repair of Chiller: After a brief discussion the Board approved a FY03 Reserve Fund Request in the amount of \$3,754.55. It was noted that while the repair had cost \$7,440, the FY03 Town Buildings account was short only \$3,754.55.

2. Reserve Fund Request for FY03 Town Counsel Retainer: The Board discussed Town Counsel's request to supplement his FY03 retainer. According to Attorney Martel it had been an unusual year in that many more services were required that were under the retainer and that in adding up his work with the town, he exceeded his retainer by almost \$14,000. While Attorney Martel stated that the town was under no legal obligation to reimburse him for the additional work, he felt it was appropriate to ask for some adjustment. Attorney Martel suggested \$6,000 as a year-end adjustment and supplied the board with details of all work done under the retainer. Dr. Papale asked if there was a written agreement with Town Counsel. He also noted that in addition to retainer services, Town Counsel supplies litigation services that are billed separately. He suggested that a written agreement would spell out how to handle this type of situation in the future. Mr. Ashe added that access to Town Counsel should be more controlled to use his time more economically. After much discussion the Board voted to recommend an amount of \$3,000.00 to the Appropriations Committee for a Reserve Fund Transfer. It was also requested that Town Counsel provide quarterly updates to keep the board informed of the retainer was being used..

3. Bradshaw Tree Belt Request: After review of the additional plans submitted by Mr. Bradshaw, 69 Emerson Road, the Board approved his request for plantings on the Town's tree belt.

4. Ardsley Road Update: The Board reviewed a memorandum from the Superintendent of the DPW related to the Ardsley Road Storm Drain improvement. The memo updated the Board on the progress of the project and

projected a possible cost for the project at \$25,000. Ms. Wright noted that an appropriation will be needed at the Fall Town Meeting and that the Superintendent needed to follow-up with the town's insurer.

5. Ely Way Update: The Board reviewed a memorandum from the Superintendent of the DPW related to the Ely Road Storm Drainage improvement. The memo updated the Board on the progress of the project and projected a possible cost to the town of between \$25,000 to \$30,000. Bids for the project will be advertised August 25. Ms. Wright noted that an appropriation will be needed at the Fall Town Meeting and that the Superintendent needed to follow-up with the town's insurer.

New Business:

1. Annual Re-Appointments: The Board voted unanimously to re-appoint all on the attached list. It was noted that the Board did not, at this time, re-appoint Superintendent of Streets Douglas Barron to any of his positions. There was no discussion. Also Robert Hubbard, Assistant Superintendent for Engineering was not reappointed, because he has indicated that he is interested in retiring in January 2004.

2. One-Day Liquor License Applications: The Board approved two one-day liquor license applications for events at Bay Path College, one for a wedding on August 2nd from Dawna Jenne and one for a birthday party on October 12th from Florence Parsons.

3. Town Signs at Entrance to Town: Chairman Brian Ashe suggested that the town signs at the entrance to town need updating. They are small and old and mounted on wrought iron posts that have deteriorated. Mr. Ashe suggested that the Board contact businesses in town to see if they would like to sponsor new entrance signs and get the credit for a certain period of time. After some discussion, the Board asked Ms. Wright to draft a letter for the Board to review at the next meeting. Ms. Wright will also check with the Building Inspector as to what regulations would apply to such signs.

4. Board of Selectmen's Sign Policy Enforcement Issues: The current sign policy was reviewed by the Board at the request of the Chief of Police who was seeking guidance on enforcement issues. The matter was tabled.

5. FY04 Pay Rates for Positions not Covered Under Union/Other Pay Scales: The Board reviewed information regarding the FY04 pay rates for Crossing Guards, Reserve Officers and the Dog Officer. The Police Chief requested that the Board consider a 3 ½% raise for July 1, 2003 and a 1.5% raise for January 1, 2004. The reason being that these groups of employees did not receive the FY03 half year 2% raise that other union employees received. After discussion the Board voted to approve a 1-½% raise effective July 1, 2003 and a 1 ½% increase effective January 1, 2004.

6. Reserve Fund Requests: The Board approved two reserve fund requests, one for Legal Expenses due to a shortfall for FY03 in the amount of \$5,650 and one for Inspector Fees due to shortfall for FY03 inspections in the amount of \$424.50.

7. Town Hall Parking on Williams Street: The information presented by Safety Officer Michael Kirby was reviewed and approved by the Board. This related to a realignment of parking spaces in front of the Town Hall and the Community House and resulted in the addition of three spaces. It was noted that parking is always at a premium around these buildings and any increase in available parking is welcome.

8. Sidewalk Bid: Based on the recommendation of DPW Superintendent Douglas Barron, the Board approved award of the sidewalk bid to Freitas Construction Inc. for \$129,042.00. The Board had received three bids and the others were from V & M Construction for \$138,831 and Caracas Construction Corp for \$169,667.

9. Street Resurfacing Bid: Based on the recommendation of DPW Superintendent Douglas Barron, the Board approved award of the street resurfacing bid to Alton E. Gleason Co., Inc. for \$149,638.30. The Board received three bids and the others were from Lane Construction for \$150,049.50 and Palmer Paving for \$157,541.64.

10. Request to Place Tent Over Sidewalk: The Board reviewed the request of Sheldon Lyons and Gayle Davis to place a tent on their front lawn and extending on to the Town's tree belt. After a brief discussion the Board approved the request.

Town Administrator's Report: The Board reviewed the Town Administrator Report. Of note, the Board discussed:

Leaf Program: Ms. Wright outlined briefly the program that will be proposed by the sub-committee working on this idea. Mr. Haberman expressed skepticism about the committee's projections on how many residents would participate and how many bags of leaves might be generated from an average lot. There was discussion about the acceptance of town residents of a bag program after years of the bulk leaf collection. Mr. Haberman predicted that after the first year, many more residents would hire landscapers rather than hassle with bagging leaves. The Board discussed the joint combination of the farming and leaf disposal contract recommended by the committee. No matter what program the town chooses, there must be a disposal site for leaves and the committee recommended that the Board enter into a three year contract that would lease the town owned farmland and provide for leaf composting work by the farmer for \$10,000. The Board approved the contract however they amended it to read that the contract, while for a three year period, had a set price in year one only for leasing the land and providing leaf composting services for \$10,000 with Baggot Farms. It was noted that the Board could negotiate directly with the farmer because disposal contracts are exempt from C.30B. It was further noted that Mr. Baggot had been renting the farm land and providing leaf disposal services for many years and that it makes sense to tie the two contracts together. The Board noted that they would negotiate the year 2 and 3 costs with the farmer after seeing the participation rate and volume of leaves that are brought to the site as a result of the new program. Ms. Wright noted that in the past the town had received approximately \$7000 from the farmland rental and paid out approximately \$30,000 for leaf disposal, costing a net of \$23,000. The new arrangement will eliminate the rental income but will provide for leaf disposal for \$10,000 in year, effectively costing a net of \$17,000 for a savings of \$5,000 in year one.

Former Venti Property - 463 Maple Road: The property is free to be auctioned. Ms. Wright will be seeking quotes from auctioneers to conduct the auction. The Board asked that the town prepare an estimate of value of the land and building.

Longmeadow News Column: The Board discussed ideas for the next column and Dr. Papale offered to author the upcoming column.

MIIA Loss Control Program: The town received a discount of \$6470 off our FY04 insurance for our participation on the Loss Control Program. Greater credits will be sought in FY04.

Building Maintenance Consolidation: Ms. Wright reported on the progress of the sub-committee working to help facilitate a consolidation of town building maintenance and custodial care with the School Department.

Motorized Scooter Bylaw: Ms. Wright presented the board with some options for a bylaw to regulate motorized scooters. The Board needs to first decide if they wish to regulate the scooters or ban the scooters from all town property. The Board discussed whether to bring such a bylaw to the special town meeting in the fall or the annual town meeting in May and it was decided that the annual town meeting would be more appropriate for a proposed bylaw change. The board requested copies of samples from other towns for the next meeting and an assessment of the problem in Longmeadow.

Correspondence:

Sergeant Interviews: It was decided to hold interviews on July 30th at 6:30 p.m. at the Police Station. The interviews will be scheduled each 15 minutes.

Long Term Care Offering Letter from Lawrence Dunn: The letter was noted and will be sent to the Employee Insurance Advisory Committee for discussion and possible RFP.

Broder Thank You Letter Re: Fire Department: The letter was duly noted and appreciated by the Board. The letter has been forwarded to Chief Madison.

Howes Health Insurance Letter Re: Premiums: The Board noted the letter from the Howes.

Mack Letter Re: Scooters/Boomboxes: The Board noted Mr. Mack's letter and has taken it under advisement.

Altman Letter: The Board noted Mr. Altman's letter.

Bill 4B 1468 Letter from Patrick Mehr of Lexington: The Board agreed to support this endeavor and asked the Town Administrator to prepare letters to Representative Rogeness and Senator Lees.

Executive Session:

At 8:30 p.m. the motion was made and seconded to go into Executive Session for the purpose of discussing collective bargaining and contract negotiations with non-union employees. On a roll call vote the Board voted as follows:

Mr. Ashe yes
Mr. Haberman yes
Mr. Papale yes

It was noted that the Board would not return to Open Session.

Respectfully submitted,

Susan Wright
Town Administrator