

Minutes
Select Board Regular Meeting
Monday September 21, 2009
6:00 pm

Chair Person Robert Barkett called the meeting to order at 6:00 pm.

Present: Select Board Persons Paul Santaniello, William Scibelli, Robert Barkett; Mark Gold
Robert Aseltine arrived at 6:05 pm.

Also Present (as signed in): 12 members of the Local 1903 Fire Fighter Union, 4 members of Mass Cops, those individuals interviewing for Committees, other unidentified individuals, Town Manager Robin Crosbie and Recording Secretary S. Wieners

Acceptance of Minutes:

- Mr. Santaniello made a motion to accept the September 8, 2009 Regular Meeting minutes as presented. Attorney Scibelli seconded the motion. Chair Mr. Barkett called a vote and the motion carried 4:1 Mr. Aseltine was absent.
- Mr. Santaniello made a motion to accept the September 8, 2009 Executive Session minutes as presented. Attorney Scibelli seconded the motion. Chair Mr. Barkett called a vote and the motion carried 4:1 Mr. Aseltine was absent.
- Attorney Scibelli made a motion to accept the September 8, 2009 Special Meeting minutes with the Select Board, Finance Committee, School Committee and School Building Committee as presented. Mr. Gold seconded the motion. Chair Mr. Barkett called a vote and the motion carried 4:1 Mr. Aseltine was absent.

Mr. Aseltine arrived at the meeting.

Announcements

- Mr. Barkett read the Press Release regarding the changes relating to the real estate and personal property tax bill. The Press Release can be found on www.longmeadow.org.
- The Longmeadow leaf program will be starting on October 5th, more detailed information can be found on www.longmeadow.org.

Visitor Comment/Question Period – Mr. Robert Taylor, President of the Fire Fighters Union, read a statement to the Select Board regarding legal actions that the union will take if the Select Board votes to put the Charter Change regarding the 14 hour regular shift limit on the Warrant.

(Re-opened at 6:34 pm)

Ms. Sandra Knoll addressed the Select Board requesting an explanation for waking up one morning to find a yellow line painted down the middle of her street without discussion or notice. She later learned that the intent was to slow traffic down. She presented the Board with a petition containing 74 Signatures from neighbors residing on Greenacre Ave who were unaware of this decision as well, and would like the line removed as soon as possible.

Select Board Comments - None this evening

Vacancy Applicant Interviews 6:15 pm – The Select Board interviewed the following applicants for the corresponding vacancies. Appointments will be made at the October 5th meeting.

Board of Assessors -*Michael Zeller*

Capital Planning Committee - *Richard Kmetz and Richard Foster*

Cultural Council - *James Cass*

Park and Recreation - *Richard Foster and Steven Danishevsky*

Recycling Commission - *Elizabeth Bone*

Tree Committee- *David Bowman*

6:38 pm Old Business:

Discussion – Department Heads – Mr. Barkett stated that meetings with the department heads are completed and the next step in the process must to be discussed. Mr. Gold will attend a special meeting with department heads and Town Manager Robin Crosbie to discuss any new ideas they may have for generating revenue in their departments since meeting with the Select Board. Mr. Scibelli suggested sending their [the Board’s] ideas to Town Manager Robin Crosbie to be shared with the department heads for this meeting. Mr. Gold added that a group meeting with all department heads may spark discussion and result in generating ideas for departments other than their own.

New Business:

- 1. Appoint Democratic Registrar of Voters- 6:46 pm-** After reviewing the documents provided, Mr. Aseltine made a motion to appoint Catherine Brill as Registrar of Voters, to fill a vacancy created by the resignation of Joan Stanley, for a term to expire March 31, 2011. Mr. Santaniello seconded the motion and the topic was opened for discussion. Attorney Scibelli stated that there was not a lot of information provided and would like more personal information to make a better educated decision as to the appointment of such a position; even though this person was recommended by the Town Clerk. Attorney Scibelli amended the motion to add “...as recommended by Town Clerk.” to it. Mr. Aseltine accepted the amendment. Mr. Barkett called a vote and the motion carried unanimously as amended. Town Manager Robin Crosbie will look into getting more information for the Board or determining if this is a straight recommendation by the Town Clerk.
- 2. Review Budget Calendar- 9:04 pm** – The Select Board reviewed the draft calendar provided, Town Manager Robin Crosbie added a schedule of documents that need to be submitted, with due dates and assigned responsibility to each. She also shared that 9C cuts may be announced in mid to late October and suggested changing the date that the *Town Manager’s budget message and instructions are passed to departments* be moved to early December. It was suggested by Mr. Barkett that a joint meeting be held, with the Finance Committee and the School Committee, to have discussions regarding how these potential cuts in State funding will effect Longmeadow’s overall budget, the priorities of the boards / committees as well as all departments. Mr. Santaniello does not think that the Finance Committee need attend all these meetings as they are advisory to the residents of Longmeadow and should not be involved in the budget formulation process. Most everyone agreed, however; as the discussion will most

likely focus on long range goals of the Town and bigger picture items rather than line items, it was decided that they will be invited to attend. The meeting will be held at 6:00 pm prior to the Select Board's regular meeting on November 2nd. Town Manager Robin Crosbie will also have estimated revenue based projections prepared for that meeting and the binder with Special Revenue Funds will be updated as well. Mr. Barkett requested that the Schools also bring their Special Revenue Fund information to the meeting. Mr. Gold added that he thinks that it is important that the Select Board in conjunction with Town Manager Robin Crosbie come up with a Financial Capital Budget to project what money will be needed in the long term; to educate the residents as to what will be coming up in future years. Such as LHS Project, Water and Sewer projects, DPW facility etc. It was suggested to charge the Finance Committee with this project. Mr. Gold will contact Mr. Wojcik to get an update on the information he and Mr. Nattoli were working on last year. There was some discussion regarding the LHS project.

3. ***Set the Fall Special Town Meeting Warrant 7:54 pm-*** The Select Board reviewed the Warrant Articles submitted as of the deadline of September 3rd. These are subject to legal review prior to being published. The Board discussed the following articles to be placed on the Fall Town Meeting Warrant and voted as follows:
 - **Local Options Meals Tax** – Attorney Scibelli would like to invite local restaurant owners in to share their thoughts on this tax at a future meeting. Mr. Santaniello is opposed to the tax. This article was tabled for spring.
 - Attorney Scibelli made a motion to place the **Transfer of Land to Conservation Commission** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. Mr. Santaniello would like to be made aware of these transactions before they get to this point in the process. He would like an update on how much land has been transferred to the Conservation Commission in the last several years. Mr. Barkett called a vote and the motion carried unanimously.
 - Attorney Scibelli made a motion to place the **Acceptance of Public Ways** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion, seeing none he called a vote and the motion carried unanimously.
 - Attorney Scibelli made a motion to place the **By-Law Amendment** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. It was suggested to change the wording in the summary from “more complete” to “additional”. Everyone agreed. Mr. Barkett called a vote and the motion carried unanimously.
 - Attorney Scibelli made a motion to place the **Charter Amendment regarding referendum procedures on Town Meeting Votes**, as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. There was dialogue regarding how this amendment to the Charter will effect elections and other projects in Town. Mr. Barkett called a vote and the motion carried 4:1. Mr. Gold opposed.
 - Mr. Gold made a motion to place the **Charter Amendment regarding the amendment of Section 2-8 Publication**, as an article to be placed on the Fall Town Meeting Warrant. Mr.

Aseltine seconded the motion. Mr. Barkett opened the floor for discussion, seeing none he called a vote and the motion carried unanimously.

- Attorney Scibelli made a motion to place the **Work Hours Charter Amendment** as an article to be placed on the Fall Town Meeting Warrant as prepared by Town Counsel. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. It was shared that there will be a forum on this article more details will be announced. Mr. Barkett called a vote and the motion carried 4:1. Mr. Barkett opposed.
- Attorney Scibelli made a motion to place the **Balance FY 2010 Tax Rate** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. This article will be re-written by Town Manager Robin Crosbie. The wording will be added after “Treasury... or other available funds...” Mr. Barkett called a vote and the motion carried unanimously.
- Mr. Gold made a motion to place the **Solid Waste / Recycling Enterprise “revenue deficit”** as an article to be placed on the Fall Town Meeting Warrant. Mr. Santaniello seconded the motion. Mr. Barkett opened the floor for discussion. Attorney Scibelli requested an update regarding the leaf bags collection revenues at the next meeting. Mr. Barkett called a vote and the motion carried unanimously.
- Attorney Scibelli made a motion to place the **Property deed over to the Town of Longmeadow** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. Mr. Gold inquired as to what the Town’s responsibility would be for this lot. Mr. Barkett called a vote and the motion carried unanimously.
- Attorney Scibelli made a motion to place the **CPA reservation of FY2010 estimated revenue** as an article to be placed on the Fall Town Meeting Warrant. Mr. Gold seconded the motion. Mr. Barkett opened the floor for discussion, seeing none he called a vote and the motion carried unanimously.
- Attorney Scibelli made a motion to place the **Health Department supplement (loss of State Tobacco Grant Funding)** as an article to be placed on the Fall Town Meeting Warrant. Mr. Gold seconded the motion. Mr. Barkett opened the floor for discussion, seeing none he called a vote and the motion carried unanimously.
- Mr. Aseltine made a motion to place the **Remote Read Water Meter System** as an article to be placed on the Fall Town Meeting Warrant. Mr. Santaniello seconded the motion. Mr. Barkett opened the floor for discussion. After some discussion regarding the attendance at the Fall Town Meeting and the importance of presenting this proposed article correctly, as it is of much importance to the Town, Mr. Aseltine withdrew his motion, Mr. Santaniello withdrew his second on the motion. Mr. Gold will re-write the summary to ensure the correct message to the residents. Mr. Aseltine would like to have a discussion regarding water rates and asked the Chair to place this as an item on a future agenda. This article was tabled for spring.
- Mr. Aseltine made a motion to place the **Longfellow Drive Sewer Main Replacement** as an article to be placed on the Fall Town Meeting Warrant. There were no seconds. Attorney Scibelli stated that there is not enough information to support this request. Mr. Santaniello asked for an explanation of how this specific request was bundled with another unknowingly. Mr. Gold had a concern that the recommended funding source was not specific. The Board requests that Mr. Martins and / or Mr. Wrabel attend the next meeting to discuss this and to

make sure that the work has not already been completed. Mr. Gold then seconded Mr. Aseltine's motion stating that the article could be withdrawn on Town Meeting Floor if necessary. After little discussion, Mr. Barkett called a vote and the motion carried unanimously.

- Mr. Gold made a motion to place the **Water Conservation Bylaw** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion. Mr. Santaniello does not agree with the State enforcing regulations on water users. He believes that if the bylaw was truly for the safety of the environment, then wells would not be excluded. Attorney Scibelli strongly suggests that the document from the State mandating this bylaw be brought to Town Meeting to show the residents. It was decided that on Page 2; the line "Water Users shall ... the Town." Be removed and on Page 3, Section 5-907, first paragraph, the wording "(and water users)" be removed. Mr. Barkett called a vote and the motion carried 3:2. Mr. Barkett and Mr. Santaniello opposed.
- Mr. Gold made a motion to place the **Special Education (loss of Circuit Breaker funding)** as an article to be placed on the Fall Town Meeting Warrant. Mr. Aseltine seconded the motion. Mr. Barkett opened the floor for discussion, seeing none he called a vote and the motion carried unanimously. Town Manager Robin Crosbie added that the funding source may have to be operational stabilization.
- 4. **Discussion – Building Use by Town Groups 8:51 pm-** Town Manager Robin Crosbie, Bari Thomas and Mike Wrabel have been working on updating the building use/rental procedures and provided the Select Board with a brief report containing some items that require input from the Board. The Select Board reviewed the document and requested a detailed report from Bari Thomas as to the costs of allowing residents / groups to use the Town buildings such as janitorial, electric etc. This will be provided at a future meeting to continue the discussion.
- 5. **Town Manager Goals – 9:00 pm -** The Select Board reviewed the DRAFT Evaluation Form provided by Mr. Barkett. Town Manager Robin Crosbie and Mr. Gold were involved in the creation of the document as well. There was some discussion and concerns were addressed. The idea is to use this form through the year as a tool in evaluating the Town Manager. It is understood by everyone that this tool is new the Board will make adaptations where necessary. The members of the Board will email any edits or suggestions to Mr. Barkett. It is the hope of the Board to adopt this document at the October 5th meeting.

9:25 pm Consent Agenda

- *Request to close road for Center School Fall Carnival*
- *Request to close road for Center School Halloween Hustle*
- *Block Party Application*

Mr. Santaniello made a motion to accept the Consent Agenda as presented. Mr. Aseltine seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.

Town Manager Robin Crosbie reported the following to the Select Board:

A report was provided to the Select Board detailing the status on the Town's Capital Projects.

9:06 pm Select Board Reports

- Mr. Gold attended a MSA meeting and will provide information and updates to any member of the Board that is interested.
- Mr. Barkett shared that roughly 160 residents attended the forum on the LHS project. The Forum will be aired on LCTV this evening at 9:30pm. The next meeting will be on September 30 at 6:00 pm at the Longmeadow High School. The presentation will include three options including costs and then will be opened for public comments and questions.

Correspondence – None this evening.

Mr. Aseltine made a motion to adjourn the regular meeting and enter into Executive Session. The Select Board closed the Regular Meeting and entered into Executive Session. The Regular Meeting was adjourned at 9:14 pm.

Respectfully Submitted,

Stacy Wieners
Recording Secretary