



Town of  
**Longmeadow, Massachusetts**  
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TO: Chairman Lachiusa and Members of the Select Board

FROM: Lyn N. Simmons, Town Manager

DATE: May 3, 2021

SUBJECT: Town Manager Report

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### **Hampden County Regional Retirement Board**

We have inquired with Town Counsel on the two matters discussed at the April 20, 2021 Select Board meeting. The first is the mechanism to remove the Town of Longmeadow from the Hampden County Regional Retirement System and the second is investigating whether the Town can grandfather current employees and put employees hired after a certain date on a defined contribution plan as opposed to the current defined benefits plan. Town Counsel has assigned this topic to an attorney who specializes in employment law and benefits systems, as soon as an update is received it will be shared with the Select Board.

### **Sewer Winter Averaging**

Town staff continues to explore the use of Munis utility billing to accomplish winter averaging for sewer bills. We are scheduled to convene again with Munis staff the middle of May. In reaching out to other communities we have only found the Town of Acton using Munis for utility billing and applying an winter average for sewer bills, the billing in Acton is done monthly as they have not been successful in quarterly billing even though Munis has instructed them that it is possible. I hope to offer a more detailed update at the May 17 or June 7 meeting.

### **Treasurer/Collector**

A new Treasurer/Collector was hired and has started in the position, Erica Brunell joins the town after previously working for the Town of Ware as the Treasurer/Collector. Erica bring years of experience working in the banking industry, prior to working for the Town of Ware she was the eServices Manager for Country Bank for Savings. Staff have welcomed Erica to town hall and are glad to have full staffing back in the office.

### **Middle Schools Statement of Interest**

We received word from the Massachusetts School Building Authority that the Statement of Interest submitted for Williams and Glenbrook Middle Schools was not invited into MSBA's Eligibility Period at this time. The MSBA just began accepting SOIs for consideration in 2021. At an upcoming Select Board meeting we will hear directly from Superintendent O'Shea on this topic.