

Select Board Regular Meeting
Monday, June 1, 2020 - 7:00 p.m.
REMOTE

Arrangements for remote participation by Select Board members and members of the public were made in accordance with Governor Baker's Emergency Order Modifying the State's Open Meeting Law. Participation in the meeting was done remotely via Zoom.

Select Board Present via Zoom: Chair Marie Angelides, Mark Gold, Richard Foster, and Tom Lachus
Absent: Marc Strange

Also Present via Zoom: Town Manager Lyn Simmons, CFO Paul Pasterczyk, Debbie House, Chief John Dearborn, Lt. Robert Stocks, Marybeth Bergeron, Timothy McKenna, Susan Shepherd, James Tourtelotte, Rebecca Townsend, David Marinelli

The meeting was called to order at 7:00 pm by Chair Marie Angelides. Due to COVID-19 concerns and the Governor's executive order changes to Open Meeting Law remote participation, this meeting was held remotely with residents having the option of calling in or sending in their comments. All votes were taken by roll call. LCTV was also utilized to broadcast and record the meeting.

Chair Angelides 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 such participation is required by law. The meeting allowed for public comment.

COVID-19 Update - Chief John Dearborn reported that there are currently 5 active cases in town, not including the nursing homes. Cases have been 40% in the community, 52% in nursing homes, and 8% in congregate housing. The first FEMA claim has been submitted. Cares Act funds have been applied for and some have been received. Chief Dearborn noted that there is a substantial jump from phase 1 reopening to phase 2. Plans are being reviewed for schools, facilities, Town Meeting, and elections. The mask distribution program is continuing. The Police Department and Adult Center have plenty available for distribution.

Announcements

1. There are currently two (2) vacancies on the Finance Committee. Terms are for three years and would start July 1, 2020-June 30, 2023. Applications can be found on the town website and should be forwarded to the Finance Director, Paul Pasterczyk, 735 Longmeadow Street or ppasterczyk@longmeadow.org by noon on June 9, 2020.
2. Select Board Public Forums will be held on June 8 and 22 at 7:00 p.m. via Zoom for residents to hear information and ask questions about the Annual Town Meeting Warrant articles.
3. The Bliss Park and Laurel Park Public Forum will be held on June 4 at 7:00 p.m. via Zoom to review preliminary designs.
4. The Annual Town Elections will be held on June 16, residents are encouraged to vote by absentee ballot.

Residents Comments

1. Patrick Carnahan, 311 Farmington Road has been a member of the Tree Committee for a few years. He noted that the Tree Warden, David Marinelli will be retiring from his position. Mr. Marinelli spent many hours planting trees and managing of our town's tree program. Mr. Carnahan suggested that the Select Board fill the position of Tree Warden with a qualified person who will take care of the aesthetics of the town. Trees increase the property value and have stormwater runoff value. Longmeadow benefits greatly from the tree canopy. Mr. Carnahan asked that the Select Board consider making the Tree Warden position a full time position and hire a certified Massachusetts arborist.

Board/Committee Interview

1. Timothy McKenna, 197 Farmington Road is reapplying for a position on the Zoning Board of Appeals. He is currently an associate member. Mr. McKenna is a registered architect and enjoys working with the group of members on the ZBA. The current chair asked him to apply for reappointment.
2. Susan Shepherd, 58 Emerson Road is applying for a position on the Recycling Commission. She is interested in recycling and is on the Green Communities group at Sinai Temple.
3. James Tourtelotte, 64 Prynwood Road is applying for a position on the Zoning Board of Appeals. Mr. Tourtelotte became involved with the pipeline awareness group and the zoning changes; he did a lot of research. He has been on the Planning Board in Springfield.

Select Board Comments

1. Mr. Gold would like to address some zoning enforcement issues at the next meeting.

Town Manager's Report

1. Covid-19 updates are available on the town website.
2. Reopening Updates – Town departments are beginning to develop plans to reopen departments, buildings and programs. The Blinn tennis courts are open and informational signage is posted. The clay courts are still closed for maintenance. The Library is organizing curbside pickup to start soon. Other town departments will continue to provide services virtually.
3. Bliss and Laurel Parks Master Plan – A virtual community meeting was held on May 7 and another meeting will be held on June 4 at 7pm via Zoom to view the preliminary design plans. The meeting will also be aired on LCTV.
4. Annual Town Meeting – The Town Meeting is scheduled to be held on June 23, with a rain date of June 24, outside at the high school. The warrant has been posted on the town website and will be delivered to residents on June 4 through the Reminder Newspaper. There is a survey available on the town website on whether residents plan to attend the town meeting, this will help with the planning. Public forums are planned for June 8 and 22 to provide information and answer questions on warrant articles.
5. Town Election – The election is scheduled for June 16; polls will be open 7am-8pm with safety measures in place. Residents are encouraged to vote by absentee ballot. Applications can be found on the town website or contact the Town Clerk at 565-4103.

Old Business

1. Police Chief Appointment – Ms. Simmons presented Robert Stocks for the appointment of Police Chief replacing retired Chief John Stankiewicz. Mr. Stocks joined the LPD in 1997 and is currently a Lieutenant. He has served as a Patrol Officer and Sergeant before assuming his current role. Lt. Stocks holds a Master's Degree in Criminal Justice from Westfield State College, a Bachelor's Degree in Sociology from Springfield College, a Certificate of Advanced Graduate Study in Forensic Psychology from Springfield College, and is a graduate of the FBI National Academy in Quantico, Virginia. Ms. Simmons feels Lt. Stocks has the experience, intellect, skills, and integrity to become the next Police Chief. Lt. Stocks stated that the men and women of the LPD are truly some of the greatest individuals in law enforcement, and he will work hard to provide the professionalism that the town expects. Mr. Gold asked the question; given the incidents that have taken place in the country in the past week, what is the leadership of the LPD doing to assure officers understand their obligation to the public and the law supersedes their loyalty to fellow officers and how can you communicate that assurance to residents, and what would you be doing as Police Chief to assure our community that other officers would step if something similar happened locally. Lt. Stocks replied that the LPD has a tradition of having the best level of service in the area. Our officers receive at least 40 hours of training yearly per state mandates which includes use of force training, deescalating training, crisis intervention training, and administering medical aid when necessary. Also, being an accredited department, we are held to a higher standard. We use the safest and most up to date protocols. Annual audits are done with any use of

force incidents. The LPD has a policy that officers have an obligation to intercede, regardless of rank. Lt. Stocks personally asks the community to continue to support law enforcement, don't let the bad action of one officer tarnish the badge of all of the others.

Mr. Gold asked what should the role of the LPD be in enforcing civil infractions such as bylaw violations, should the same latitude for enforcement be available to our sworn officers as they have for issuing a ticket vs. a warning or traffic violation. Lt. Stocks responded that law enforcement roles have changed and have become more complex, officers are trained in mental health issues, carrying tasers, carrying Narcan to provide to someone in an opioid overdose, and the use of dash cams. LPD has not lost sight of the core values of Longmeadow. Our officers are still out addressing bylaw violations. Heavier enforcement in winter to keep streets clear. Lt. Stocks is a big fan of enforcement through education, give a warning first, if reoffend then give a bylaw ticket. All congratulated Lt. Stocks. Mr. Foster commented that Lt. Stocks answers were crisp, clean, and well thought out. Mr. Lachiusa noted that he liked Lt. Stocks' sociology background.

Mr. Gold made the motion to approve the recommendation of the Town Manager to appoint Lt. Robert Stocks as Chief of Police. Mr. Lachiusa seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Chief Stocks expressed his appreciation to Town Manager Lyn Simmons. He also thanked Captain Fontaine for filling in as Interim Chief. Ms. Simmons thanked Captain Fontaine for serving in the interim role and noted that the town is lucky to have Chief Stocks as their Police Chief. The Chief's swearing in to office ceremony will be tomorrow morning on the steps of the Police Station.

2. Approval of Minutes – *Mr. Gold made the motion to approve the regular meeting minutes from May 18, 2020 with the correction noted by Mr. Pasterczyk. Mr. Foster seconded the motion.*

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Mr. Gold made the motion to approve the special meeting minutes from May 21, 2020 as presented. Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-abstained

3. Shared Health Services – The Board of Health is reviewing the final draft of the shared services agreement. Their next meeting is scheduled for June 3. Ms. Simmons hopes to bring the agreement to the Select Board on June 15.

4. Board/Committee Appointments

Mr. Gold made the motion to appoint the following:

Audit Committee – Peter Nassar and Matthew Schoen to terms expiring 6/2023

Board of Assessors – Michael Zeller to a term expiring 6/2023

Building Committee – Tom Ewing and Jim Moulton to terms expiring 6/2023

Building Demolition Committee – Michelle Steger to a term expiring 6/2023

Cable Advisory Committee – Paul Gorman, Norman Michaels, and Steven Wolman to terms expiring 6/2023

Capital Planning Committee – Stephen Metz and John Skyeck to terms expiring 6/2023

Community Preservation Committee – Linda Glenn and Bill Harbison to terms expiring 6/2023

Conservation Commission – Andrea Chasen and David Dumais to terms expiring 6/2023 and Kiernan Mulcahy to an Associate term expiring 6/2021

Council on Aging Board of Directors – Rose Morace, Marjorie Morgan, Julia Moulton, George Shea, and Theresa Yesu to terms expiring 6/2023

Cultural Council – Margaret Landon and Peter Thomsen to terms expiring 6/2023

Energy & Sustainability Committee – Liz Bone and Andrea Chasen to terms expiring 6/2023

Historic District Commission – Jonathan Jordan to a term expiring 6/2023

Historical Commission – Tim Casey to a term expiring 6/2023

Parks & Recreation Commission – Jeffrey Rintoul to a term expiring 6/2023

Recycling Committee – Liz Bone and Irwin Pers to terms expiring 6/2023

Tree Committee – Mark Tolosky to a term expiring 6/2023

Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Mr. Gold made the motion to appoint Andrea Taupier to the Historic District Commission for an Alternate term expiring 6/2023. Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Mr. Gold made the motion to appoint Michael Doyle to the Building Demolition Committee for a term expiring 6/2022. Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Mr. Lachiusa made the motion to reappoint Maripat Toye and Dr. Robert Rappaport to the Board of Health for terms expiring 6/2023. Mr. Gold seconded the motion.

Roll Call Vote: Ms. Angelides-abstained, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Two applicants applied to the Board of Health with only one Associate non-voting position available. Town Meeting vote is needed to increase the Board of Health membership. Ms. Angelides abstained from voting as her husband was one of the applicants.

Mr. Gold made the motion to appoint Jonathan Chasen to the Associate position on the Board of Health. No seconded.

Mr. Foster, Mr. Lachiusa, and Mr. Gold decided to voice their vote as follows:

Mr. Foster chose Anastasios Angelides to fill the associate position on the Board of Health.

Mr. Lachiusa chose Anastasios Angelides to fill the associate position on the Board of Health.

Mr. Gold chose Jonathan Chasen to fill the associate position on the Board of Health.

Dr. Angelides will fill the associate non-voting position on the Board of Health.

5. Town Manager Evaluation – Ms. Simmons stated that the learning curve was a challenge. She was getting a good footing and up to speed before the world changed (COVID-19). She has frequent communications with the department heads as we all work on reopening plans. Ms. Simmons ran through a long list of accomplishments some being LED light conversion phase 1, Code Red notification system, online board applications, interactive agendas, RSP trash hauling process, New Police Chief appointment, COVID-19 reopening, General Code ecode...Mr. Foster noted that Ms. Simmons has an ambitious work plan and is a pleasure to work with. Mr. Gold is thrilled with Ms. Simmons and believes she is doing a great job. Mr. Lachiusa stated that it is a great opportunity to work with Ms. Simmons. Ms. Angelides referred to Ms. Simmons as “grace under fire” and noted that she gets the job done. Mr. Pasterczyk noted that Ms. Simmons is easy to get along with and that compensation should be taken into consideration.
6. Naming of Select Board Recognition Awards – Suggested names for the Select Board recognition awards were discussed. Mr. Gold likes Citizen Recognition Award for a one time honored event and Distinguished Citizen Award or Community Service Award for a lifetime honoring. Mr. Foster likes Distinguished Citizen Award for a lifetime honoring and Citizen of the Year for a one-time event. Mr. Lachiusa likes the Citizen Recognition Award, Lifetime Achievement Award, and suggested a Community Volunteer Service Recognition Award. Mr. Foster noted that volunteers are honored annually by the Library and Council on Aging. Mr. Gold added that one award would be annually and one merits a specific event and would not have to wait for Town Meeting to honor the recipient. Ms. Angelides will put something together for the Select Board to review at the next meeting.
7. Set Fall Town Meeting Date – Dates that the high school would be available to hold the Fall Town Meeting are: 9/15, 9/29, 10/27, and 11/17. Financial information would not be available for the September dates. Mr. Gold prefers to have one meeting on October 27. Mr. Foster prefers 10/27. Mr. Lachiusa suggested September 29 or October 27.

*Mr. Gold made the motion to reserve the high school for October 27, 2020 for the Fall Town Meeting.
Mr. Foster seconded the motion.*

Roll Call Vote: Ms. Angelides-not available for the vote, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Ms. Angelides asked if there was an alternate plan if the Fall Town Meeting had to be held indoors. Ms. Townsend replied that if there was a second wave of COVID-19, she would be reluctant to hold the meeting inside. She would consult with Chief Dearborn and the Board of Health. Ms. Townsend noted that if held indoors in multiple rooms, every motion would require a hand count and this would make for a very long meeting.

Zoom Public Forums will be held by the Select Board on June 8 and 22 to answer any questions on the Town Meeting warrant articles. The warrants will be delivered to residents via the Reminder News on June 4.

8. Update on Annual Town Meeting – Moderator Rebecca Townsend attended the meeting and gave an update on the Town Meeting plans. The ATM will be held on June 23 at 7:00 p.m. outside behind the high school if the Board of Health is in agreement that numbers are scaling downward and safety precautions taken are sufficient. Ms. Townsend will be sharing the plans with the Board of Health on June 3. The practice field directly behind the high school was chosen for its access to the restrooms, electrical access, it's a level field, and it will be cooler than the parking lot. Seats will be spaced 6' apart, masks will be required, seats will be filled row by row, consent agendas will be used, and mitigation plans will be in place. Mr. Gold asked about safe voter check in. Ms. Townsend noted that electronic pads are now used to check in residents. The pads only allow one check in, you cannot check in twice. Ms. Townsend was thanked for all of the hard work in planning the Annual Town Meeting.

New Business

1. FY21 Water/Sewer Rates and Stormwater Fee

Water Rate:

Mr. Pasterczyk propose a FY21 rate of \$3.72/cubic feet, which is an increase of 27 cents or 7.83%. There is an increase of 19.4% from Springfield.

Mr. Gold made the motion that the Select Board, acting as the Water and Sewer commission, adopt a fixed water rate fee component for water billing as authorized by the Fall, 2019 special town meeting and that the fixed component be based on meter size as follows:

For meters that are 5/8", 5/8" x 3/4" and 3/4" in size (the majority of residential meters) the fee be \$15.59

For meters that are 1" in size the fee be \$27.72

For meters that are 1 1/2 inch in size the fee be \$62.36

For meters that are 2" in size the fee be \$110.86

For meters that are 3" in size the fee be \$249.44

For meters that are 4" in size (of which there are 5) the fee be \$443.45

and that the water rate be set at \$3.58 per 100 cu. ft. of water used.

Mr. Lachiusa seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Sewer Rate:

Mr. Pasterczyk proposed a FY21 sewer rate of \$2.66/100 cubic feet with the same 220-unit cutoff. This is an increase of 8 cents or 3.10%. Springfield's increase is 7%.

Mr. Gold made the motion to approve the sewer rate for FY21 of \$2.66/100 cubic feet with the cap as in the past. Mr. Lachiusa seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

Stormwater Fee:

This is the third year for the stormwater fee. The proposed FY21 stormwater Equivalent Residential Unit (ERU) is \$4.43/month as opposed to the FY20 ERU of \$3.39/month. The fee was intended to cover the

MS4 mandates. The fee is driven by the \$46,701 increase in the FY 21 operating budget when compared to the FY 20 budget, and the decrease in the reliance on the tax levy from 65.36% down to 57.50%. The 57.50% was part of the Select Board's policy to reduce the Stormwater reliance on the tax levy voted January 20, 2020. Mr. Pasterczyk added that if the fee is not raised, the funds would have to come from the tax levy.

Mr. Gold made the motion to approve the stormwater fee of \$4.43/month/ERU for FY21. Mr. Foster seconded the motion. Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

2. Non-Profit Reporting Policy – Ms. Angelides feels there should be some reporting by non-profits to the town. Mr. Pasterczyk recommended a legal opinion on this. Mr. Gold added that non-profits are answerable to the Secretary of the Commonwealth. Mr. Lachiusa believes this is a good thing to look into. Ms. Simmons will check with Town Counsel on this.
3. Town Manager Vacation Time Carryover – Ms. Simmons has 13 vacation days to use from her hire date in November to June 30, 2020. She can carryover 5 days per her contract. She has not had the time to use her vacation days and is requesting to carryover an additional 8 days.

Mr. Foster made the motion to approve an extension and transfer to the next fiscal year 8 days of vacation time for Ms. Simmons. Mr. Lachiusa seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

4. Approval of Adult Center PCOs (4) – Marybeth Bergeron, Chair of the Building Committee attended the meeting. Four change orders were presented to the Select Board, two of the change orders (PCOs 37 and 38) were tabled by the Building Committee to look at more pricing information and then return them to the Select Board.

PCO 28 – Maple Chair Rail is for wainscoting to be installed half way up the walls, this wood material will protect the walls from damage. The PCO amount is \$73,020. Fundraising donations of \$20,000 will be applied to this PCO, the balance of \$53,020 will come from the contingency account.

Mr. Lachiusa made the motion to approve PCO 28 for the Adult Center in the amount of \$73,020. Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

PCO 43 – To revise the railing system insert panels from steel to resin with a Rain Forest Vertical design. The PCO amount is \$36,143. This is contingent upon receipt of a donation of \$18,000 from the Longmeadow Adult Community Center Fund. A contractual donation was received from the Blakes, who are naming the grand staircase, the Building Committee feels we should participate at 50% of the cost. Mr. Gold asked about the durability of the resin panels. Ms. Bergeron replied that the panels are about ¼" thick and have grass-like material embedded in the resin. Ms. Bergeron will make sure extra panels are purchased for stock material in case of future damage.

Mr. Lachiusa made the motion to approve PCO 43 for the Adult Center in the amount of \$36,143. Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachiusa-yes

PCO 37 is for two additional pickle ball courts, excluding concrete work and canopies. The PCO amount is \$119,907. The non-profit would donate \$50,000 towards the courts if approved. The additional courts are a request from residents. There are 12 courts in town now. Mr. Gold asked if the courts can be added on later. Ms. Bergeron noted that there are many future projects, the funds may not be available later for pickle ball courts. Part of the PCO cost is to dig down and put in gravel. Mr. Gold asked if funds could be appropriated from capital for pickle ball courts. Mr. Pasterczyk asked if the courts last 20 years. Ms. Bergeron added that this is prevailing wage, 5% per year would be added for escalation. Mr. Foster stated that going beyond the scope that was approved needs to go back to Town Meeting.

PCO 38 is to add two canopies and associated concrete work to the pickle ball courts. The PCO amount is \$42,323. The canopies would be needed to provide shade. The non-profit would supply 50% of the cost.

06/01/2020 Regular Meeting
06/15/2020 Approved as amended

Mr. Gold made the motion to adjourn the regular meeting at 10:03 p.m. and enter into Executive Session in accordance with MGL Chapter 30A, Section 21(a) (2), to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel – Town Manager, AND approval of prior minutes – May 18, 2020, not to reconvene to open session. Mr. Foster seconded the motion.

Roll Call Vote: Ms. Angelides-yes, Mr. Foster-yes, Mr. Gold-yes, and Mr. Lachususa-yes

Documents:

Agenda

Notice of Vacancies on Finance Committee

Interview Schedule and Applications – T. McKenna, S. Shepherd, J. Tourtelotte

Town Manager's Report

Police Chief Appointment memo and resume

Draft Minutes May 18 and 21, 2020

Board/Committee Appointment memo

Recognition Awards Naming memo

Fall Town Meeting Dates email

Annual Town Meeting Layout Plan

FY21 Water/Sewer/Stormwater Rates memo

Water Rates chart

Sewer Rates chart

Billable Units FY16-20 chart

FY21 Stormwater Fees chart

Adult Center CPO #28, 37, 38, 43

Correspondence – email from C. Parent