

Select Board Regular Meeting  
Tuesday, September 8, 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 this meeting was done remotely via Zoom.

**Select Board Present via Zoom:** Chair Thomas Lachiusa, Marc Strange, Steven Marantz, Mark Gold, Richard Foster

**Also Present via Zoom:** Town Manager Lyn Simmons, CFO Paul Pasterczyk, Debbie House, Chief John Dearborn, Marybeth Bergeron, Katherine McGonigle, Ann Haskell, Richard Connor, Lena Vellturo, Stephen Metz, Eversource Rep. Joe Mitchell, David Martel

The meeting was called to order at 7:00 p.m. by Chair Thomas Lachiusa. Due to COVID-19 concerns, and the Governor's executive order, and 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 Lachiusa 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. This meeting allowed for public comment.

**COVID-19 Update** – Chief Dearborn attended the meeting and gave the update. Longmeadow is now in the low-risk category and has 1 active case in the community. The COVID Officer has been busy working with the schools on re-opening plans. The Primary Election held at Greenwood Center went well. Some areas of improvement were noted and will be in place for the Presidential Election. Planning has started for the indoor Fall Town Meeting at the high school, plans will be presented to the Select Board at the next meeting. Preparations are being made for flu clinics and future COVID vaccinations. School buildings were tested for air flow. Chief Dearborn noted that the high school, with the building sealed up, exceeds the CDC guidelines for air flow. Fall Town Meeting will utilize the high school gymnasium, cafeteria, and auditorium.

### **Announcements**

1. The Select Board is creating a community task force to address racial injustices. The task force will be made up of 9 Longmeadow residents with demonstrated interest, experience, or expertise in the issues under review, especially Black, Indigenous, People of Color, or people from other historically marginalized communities. Interested residents can submit a letter or email to the Town Manager by September 14, 2020.
2. Fall Town Meeting Warrant articles and Citizen Petitions are due in the Select Board's office by noon on September 15<sup>th</sup>. One hundred (100) signatures of Longmeadow voters are required on the Citizen Petitions and must be certified by the Town Clerk. Forms and instructions can be found on the town website.
3. Mr. Lachiusa reminded residents that the Select Board has a policy about not addressing anonymous correspondence. A name has to be attached to correspondence to discuss an issue and move it forward.

### **Residents Comments**

1. Stephen Metz, 171 Coventry Lane is the Chair of the Capital Planning Committee. He commented on the Charter Review Committee's recommendations regarding the Capital Planning Committee. Dr. Metz feels that 5 members are sufficient as opposed to the recommended number of 7, which may make it more difficult for him to get a quorum. Also, Dr. Metz believes it is the CPC's job to monitor the physical progress of capital projects.

### **Select Board Comments**

1. Mr. Marantz notified the Select Board that he will resign as the town representative to the Local Community Mitigation Advisory Committee (LCMAC) since he is not allowed to continue if he is a town employee.

**Eversource Petition #4888** – *Mr. Strange made the motion to open the hearing for Eversource Petition #4888. Mr. Foster seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-abstained, Mr. Gold-YES, Mr. Foster-YES*  
Joe Mitchell from Eversource attended the meeting. Eversource is requesting permission to put 4 new poles and 2 new anchors on Williams Street for system improvements and upgrades out of the nearby substation (at the Dwight intersection). Also, for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes. Mr. Mitchell noted that the Town Engineer, DPW Director, and Town Manager have reviewed this. There is a single feed set up now, there will be a second feed and loop to back feed extra capacity when needed. Two of the four poles have already been set.

*Mr. Strange made the motion to close the hearing for Eversource Petition #4888. Mr. Gold seconded the motion. Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-YES*

*Mr. Lachiusa made the motion to approve Eversource Petition #4888. Mr. Strange seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-abstained, Mr. Gold-NO, Mr. Foster-YES*

### **Interview for Cultural Council**

Katherine McGonigle, 95 Benedict Terrace is a 3 year resident of Longmeadow and works at the Storrs Library with Youth Services bringing activities and events to the residents. She would like to be more involved with the Cultural Council.

### **Town Manager's Report**

COVID 19 updates are available on the Town's website.

The Primary Elections were held at Greenwood Center for more spacing. Voter turnout was strong at 43.16%. More signage is planned for the November Presidential Election.

Eleven bid submissions were received for the Wolf Swamp Fields Renovation Project.

Our MVP grant application for solar arrays and storage was not awarded, the Town Manager will follow up to learn the reason(s) why the application was not selected.

The final report of the Green Communities grant was submitted. The distribution of \$38,781.25 was received. We are now eligible for funding in the next competitive round in early 2021.

Flu clinics are being planned. The process and schedule will be announced as plans are finalized.

The Eagle Scout project of decommissioning the Veterans' memorial at Town Hall is complete. The flag pole remains and landscaping has been done around it.

### **Old Business**

1. Approved Minutes – *Mr. Marantz made the motion to approve the meeting minutes from August 17, 2020 as presented. Mr. Foster seconded the motion.*  
*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-YES*
2. Policy on Overhead Utility Wires – A draft policy was drawn up by Mr. Gold that states any new wires that would be strung across certain roads will have to use an underground system to be determined, engineered and installed by the utility. Existing wires shall remain, but if they are replaced, supplemented, or otherwise upgraded or downgraded, the new wires will have to be underground. The policy will apply to the following streets: Converse Street, Bliss Road, Williams Street, Wolf Swamp Road, Maple Street, Longmeadow Street, Laurel Street, Shaker Road, Redfern Drive, and Frank Smith Road. A legal opinion was received by Town Counsel Jesse Belcher-Timme, who pointed out two

potential issues: some crossings may be governed by easements or other legal arrangements, and some utility providers have statutory superiority over local boards based on state and federal law.

*Mr. Gold made the motion to approve the Overhead Utility Wires Policy as presented. Mr. Foster seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-YES*

3. Updated Select Board Liaison Listing for FY21 – Mr. Lachiusa asked the Select Board members to reach out to their assigned boards and committees for updates.
4. Appointment to Conservation Commission – Roman Berman was interviewed for a position on the Conservation Commission at the last meeting.

*Mr. Foster made the motion to appoint Roman Berman to the Conservation Commission for an Associate term expiring June 2021. Mr. Marantz seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-YES*

5. Charter Review Committee Recommendations from Final Report (Financial)

#### Section 2-10 Finance Committee

The Charter Review Committee recommended minor adjustments which were reviewed by the Select Board. Mr. Marantz questioned why the Finance Committee has jurisdiction over the Reserve Fund. Mr. Pasterczyk explained that it is governed by state statute. The Finance Committee has the authority to make transfers out of the Reserve Fund for unforeseen circumstances to avoid going to Town Meeting for small issues.

*Mr. Foster made the motion to adopt the recommendations from the Charter Review Committee for the Finance Committee. Mr. Strange seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz- NO, Mr. Gold-YES, Mr. Foster-YES*

#### Section 2-11 Capital Planning Committee

Dr. Stephen Metz, 171 Coventry Lane, Chair of the Capital Planning Committee attended the meeting. David Martel, 15 Durham Road, Chair of the Charter Review Committee also attended. Dr. Metz would like to keep 5 members as opposed to the recommended 7 members, and formally assign the CPC the responsibility of monitoring the physical progress of capital projects. Mr. Pasterczyk would like to eliminate the work “annual” from the last sentence of (a)(1). Mr. Foster questioned why a member of the CPC would need to be appointed from the Finance Committee. Mr. Martel and Mr. Pasterczyk both felt it was important to have some input in the CPC projects from the Finance Committee to keep the Finance Committee informed of CPC decisions. Mr. Marantz also agreed.

*Mr. Marantz made the motion to accept the recommendations of the Charter Review Committee for the Capital Planning Committee with the following changes: change 7 members to 5, (4 of which will be appointed by the Select Board and 1 by the Finance Committee), remove the word “annual” from the last sentence of (a)(1), and add the phrase “monitor the physical progress of approved projects”. Mr. Lachiusa seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-NO, Mr. Marantz-YES, Mr. Gold-NO, Mr. Foster-NO*

The motion FAILED

Mr. Strange noted that he would accept the recommendations as written. Mr. Gold noted there are other items we may want to include.

*Mr. Strange made the motion to accept the recommendations of the Charter Review Committee for the Capital Planning Committee with the following changes: remove the word “annual” from the last sentence of (a)(1), and add a provision regarding the monitoring of the physical progress of projects of prior year. Mr. Lachiusa seconded the motion.*

Mr. Gold suggested delaying the vote to get the alternatives distributed to the newer members of the Select Board for review.

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-NO, Mr. Gold-NO, Mr. Foster-NO*

The motion FAILED

### Section 2-12 Town Building Committee

Marybeth Bergeron, Chair of the Building Committee attended. Mr. Martel noted that the Building Committee is not currently in the Charter but it is an important enough committee and should be carried into the Charter. Ms. Bergeron noted two spelling corrections to be made. Ms. Bergeron would also like it stated that the Building Committee oversees vertical construction, not horizontal construction, they do not oversee the DPW. Ms. Bergeron also noted that it is important when filling vacancies on the Building Committee, to appoint people with construction knowledge.

*Mr. Lachiusa made the motion to include section 2-12 Town Building Committee in the Town Charter per the recommendations of the Charter Review Committee with the following changes: correct 2 typos, add "vertical" construction, and delete the last phrase "and reviewing the work of prior town building committees". Mr. Strange seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-NO, Mr. Gold-YES, Mr. Foster-left meeting*

Section 2-13 Audit Committee This is a new location for the Audit Committee in the Charter. Mr. Martel noted that the Charter Review Committee spent a lot of time on defining the role of the Audit Committee. There was a question on the red lined version as to whether the Finance Director was included or crossed out. The Finance Director should be included.

*Mr. Strange made the motion to accept the recommendations of the Charter Review Committee for Section 2-13 Audit Committee, and include the Finance Director in the second sentence. Mr. Lachiusa seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-left meeting.*

### **New Business**

1. Resolution in Support of Holyoke Soldiers Home – Longmeadow Veterans Director Lena Vellturo attended the meeting as well as Richard Connor, a Veteran and a member of the Coalition for the Holyoke Soldiers Home, and Ann Haskell. Ms. Haskell's uncle was one of many veterans who passed away from COVID-19 at the Soldiers Home. They asked for the Select Board's support of the Resolution. Renovations and additions are badly needed at the Holyoke Soldiers Home. Federal support is 65%, the state was supposed to pay 35%. The state funds were sent to the Chelsea Soldiers Home. The cost for a veteran to live at the Holyoke Soldiers Home is about \$1,000/month. The Resolution urges the Governor and Legislature to take immediate action to increase funding to ensure sufficient staff, equipment and supplies to provide safe care; and to expedite the design of the new Soldiers Home in Holyoke to allow for the construction of fully compliant rooms for 250 veterans, and the establishment of an Adult Day Health Care Program to meet the VA project submission date of April 15, 2021.

Mr. Strange supports this. Mr. Gold noted that the Resolution quotes old information and numbers and asked if there was anything recent. Ms. Vellturo added that a study was done in Holyoke years ago, nothing was done and the same issues exist. Mr. Connor added that there is new information out. Mr. Foster also noted the dated information. Mr. Marantz felt the Resolution should say "Select Board supports" not Town of Longmeadow, and he also felt that any appointments should not be political appointments. Ms. Haskell was attending East Longmeadow's Council meeting earlier looking for their support. Many surrounding towns have joined and signed the coalition.

*Mr. Strange made the motion to accept the Resolution in Support of the Soldiers' Home in Holyoke as written. Mr. Marantz seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-NO, Mr. Foster-YES*

2. Project Change Order #70 for new DPW – Building Committee Chair Marybeth Bergeron, 497 Inverness Lane attended the meeting. PCO #70 in the amount of \$46,567.48 is to replace erosion control with rip rap, 1.5" stone/fabric, and remove some trees that came down. This is a steep slope and there

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continues to be seepage of water in this area due to a high water table. There is money in the contingency fund.

*Mr. Foster made the motion to approve Project Change Order #70 for the new DPW. Mr. Strange seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-YES*

*Mr. Marantz made the motion to adjourn the meeting at 9:25 p.m. Mr. Strange seconded the motion.*

*Roll Call Vote: Mr. Lachiusa-YES, Mr. Strange-YES, Mr. Marantz-YES, Mr. Gold-YES, Mr. Foster-left meeting*

Respectfully submitted,  
Debbie House

**Documents:**

Agenda

Announcements Sheet 9/8/2020

Eversource Petition #4888

DPW Engineer Memo dtd 8/19/20

Cultural Council Application-K. McGonigle

Town Manager's Report 9/8/20

Draft Minutes 8/17/20

Liaison Chart

Overhead Wires Draft Policy

Overhead Wires Atty. Email 7/28/20

Appointment Memo to Conservation Commission-R. Berman

Proposed Financial Revisions from Charter Review Committee Final Report

Charter Review Committee Final Report dtd 10/9/18

Holyoke Soldiers Home Support Resolution

DPW Change Order #70

Correspondence: Comcast Letters dtd 8/18/2020 and 8/25/2020

Email L. Bone dtd 8/17/2020

Email J. Dragone dtd 9/2/2020