



Town of
Longmeadow, Massachusetts
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TO: Chairwoman Angelides and Members of the Select Board

FROM: Lyn N. Simmons, Town Manager

DATE: February 3, 2020

SUBJECT: Town Manager Report

- **SAFE Grant Award**

The Fire Department was successful in securing the Students Awareness of Fire Education (SAFE) grant and the Senior Safe Grant Program again this year. This the Fire Department to conduct fire safety classes in schools and conduct programs for the senior population. This funding also supports much of the community outreach done by the department.

- **LED Streetlight Conversion**

Arden Engineering has been awarded the installer contract. The LED fixtures for the cobrahead lights should be delivered in March. Once delivered the installer will inventory all the items and begin an installation schedule. The decorative fixtures have been ordered and are expected to be delivered at the end of March/early April, they will also be installed by Arden. The work to apply the rate changes will start but won't be submitted until after installation.

- **Police Chief Search**

The job posting was released on Thursday, January 30, 2020. The position will be advertised internally for 15 days. Upon closing of the job posting the internal applicants will be reviewed and an assessment process will begin.

- **New DPW Facility and Adult Center**

The steel structure at the DPW site has been fully installed. A Clerk of the Works for both the DPW project and the Adult Center project has been retained, he will be onsite at each project every day. Steel is fully erected at the Adult Center and concrete decking work has started. New project completion schedules are being developed, both projects will be complete in the fall of 2020.

- **LinkedIn**

Longmeadow Human Resources created a Town of Longmeadow HR LinkedIn account to help share and promote town employment opportunities. If you are on LinkedIn please connect with the site to help share with your network.

- **Society for Human Resource Management (SHRM)**

The Town's HR Director, Erica Gelinas, passed her Society for Human Resource Management (SHRM) certification test and now carries the credentials of SHRM-SCP (Senior Certified Professional). Erica participated in a 12-week course hosted by Westfield State University presented by an SHRM instructor, followed by an exam. The SHRM-SCP designation is a great professional accomplishment.