



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

FROM: Lyn N. Simmons, Town Manager

DATE: March 2, 2020

SUBJECT: Town Manager Report

Town Counsel

The Town's Labor Counsel, Doherty, Wallace, Pillsbury & Murphy, has requested a review of the retainer fee. The fee has not been reviewed or modified since 2014 and the hours worked under the retainer has been increasing steadily over the last 3 fiscal years.

Police Chief

As of 12:01AM on Sunday, March 1, 2020, Captain Fontaine will serve as Interim Police Chief. This appointment will continue until the position of Police Chief is permanently filled. The process to name a permanent replacement is ongoing. Applications have been received and an assessment center has been scheduled.

Coronavirus

The Town is forming a multidisciplinary task force to monitor the situation and provide any information or guidance as it may be necessary. The task force will be made up of various town departments and staff and will work together to share information, determine if any actions are necessary and what those actions may be and provide public information. The Town's Health Director and Fire Chief (Emergency Management Director) are closely monitoring the guidance being provided from the CDC and Health and Human Services.

WestComm

Letters of intent to join WestComm have been received from Monson and East Longmeadow. Monson has been formally accepted and is working out a transition plan now. A vote to accept East Longmeadow will be scheduled and a transition plan will be developed. Interest in joining WestComm continues to grow.

Shared Health Services

Working with the Pioneer Valley Planning Commission, we continue to discuss, draft and review an intermunicipal agreement between the Towns of East Longmeadow and Longmeadow to share health services. The meetings have been very productive and I expect to bring forward an agreement for acknowledgement/acceptance in mid-April.