



Town of
Longmeadow, Massachusetts
20 Williams Street, Longmeadow, MA 01106



Tel. (413) 565-4110 • Fax (413) 565-4112

TO: Chairwoman Angelides and Members of the Select Board

FROM: Lyn N. Simmons, Town Manager

DATE: May 18, 2020

SUBJECT: Town Manager Report

COVID-19 Coronavirus – Updates will continue to be available on the Town's dedicated COVID-19 coronavirus website www.longmeadow.org/coronavirus

Budget and CARES Act Fund

The estimated budget reduction of approximately \$850,000 (includes daycare and ambulance revenue) was discussed and a modified FY21 budget was approved by the Select Board on May 4. The School Committee is aware of this budget reduction and has been asked to share in the burden of this in the amount of \$350,000. It is anticipated that the School Committee will address the budget issue at their meeting during the first week of June, with the Finance Sub-Committee meeting sometime prior to that date. The CARES act funding information was made available to municipalities late last week. Longmeadow's total eligible amount of funding is approximately \$1.4 million dollars. This money will be distributed upon an approved application over two rounds, the first round for FY20 opened for applications on May 15. The FY21 round will take place later this year.

Recycling Center Opens for Bulky Household Items

Beginning Saturday, May 23, 2020, the Recycling Center will open to accept bulky household items, including wood, metal, TVs, tires, propane tanks, etc... a full listing is available on the town [website](#). We will not be able to accept mattresses as the vendor who disposes of them is closed right now. The swap shop will remain closed. Payment for disposing of bulky household items will only be accepted at the Recycling Center via check. Attendants will be wearing masks and gloves and residents will need to do the same.

New DPW Facility and New Adult Center

Both projects are still ongoing. The weekly construction meetings are being held via skype. We will have a better idea on project completion for both sites once we see some of the COVID-19 restrictions start to lift. We haven't hit any major issues related to construction during the COVID-19 pandemic, mostly smaller ones related to delayed responses from vendors. We did have an issue with the salt shed at the new DPW, as it being constructed by a vendor from NY, and construction was delayed due to stay-at-home advisories and interstate travel. That issue was worked through and construction of the salt shed has started.

Bliss & Laurel Parks Master Plan

A community meeting with The Conway School as part of the Bliss and Laurel Parks Master Planning process was held on May 7. The meeting was streamed on LCTV, and taped, for anyone who missed the meeting there is a link on the Bliss & Laurel Master Landscape Plan website www.longmeadow.org/restoreblissandlaurel. A community meeting to view the preliminary design plans has been scheduled for Thursday, June 4, 2020 at 7PM. The Zoom invite information will be posted soon and the meeting will be aired on LCTV. A survey about use of the parks remains open until May 22 and is available on the website.

LED Streetlights

We have reached substantial completion on the installation of the cobra heads. Arden worked through the punch list items and has demobilized until we are ready for phase 2. Rate change submissions have been sent to Eversource. The AOK kits for the decorative lights were received by Tanko in California and are being customized before shipping to Longmeadow. Once we have confirmation that Tanko has shipped the decorative lights we will schedule Arden to come back and begin that installation.

WestComm

Monson will onboard with WestComm for June 1 and East Longmeadow will onboard July 1. Hampden was entertaining joining WestComm but has put that decision off for a year. An application for the next development grant was submitted in early May. The submission was done in a prioritized format with the first priority being reimbursement for the towns' FY21 assessments, vision 21 upgrades, purchase and renovation of a facility, and radio phase 2 upgrades. The assessment of Greenwood and Salter College was done and it determined that Greenwood would not be a suitable location but Salter College would/could be.

Bay Path Pilot Agreement

We received a payment following the terms of the expired pilot agreement. President Leary's tenure at the school is coming to an end soon. Once the new President is at the helm a conversation on a renewed pilot agreement will begin.

Culvert Replacement Municipal Assistance Grant

The Department of Public Works submitted an application through the Culvert Replacement Municipal Assistance Grant. The application was submitted for \$130,000 to replace an existing (failing) corrugated metal pipe serving as a culvert equalizing water levels between wetland areas on the east and west side of Pondsideroad. This application was submitted by the Town's newly hired Town Engineer, Tim Keane.

Annual Town Meeting

The Annual Town Meeting is scheduled for Tuesday, June 23, 2020 with a rain date of June 24. The meeting will be held outside at Longmeadow High School. An Annual Town Meeting logistics team has been meeting for several weeks to prepare and plan for Town Meeting. A copy of the warrant has been posted online and is available for viewing at www.longmeadow.org/townmeeting. In order to help with planning efforts we are asking residents to take a survey on whether they will be attending Town Meeting, the survey is available on the website. Warrant booklets are being printed and will be delivered to households in early June.

Town Election

The Town Election is scheduled for Tuesday, June 16, 2020. The deadline to register to vote in the June 16 Election is Wednesday, May 27. Registering to vote can be done online, by mail or you can call the Town Clerk's Office and make an appointment. Town officials are moving ahead with preparations to conduct the Election with the health and safety of residents and staff as the top priority. Registered voters are strongly encouraged to vote by mail by completing an absentee ballot application, available on the Town's website at www.longmeadow.org. Voting by absentee ballot due to the COVID-19 coronavirus crisis is also encouraged by the Secretary of State's Office. If you are unable to access the application online please call the Town Clerk's Office at (413) 565-4103 and an application will be mailed to you. Each registered voter must fill out a separate application form. There is a section on the application that allows the voter to select to receive a ballot for each election this calendar year. If that selection is made the voter would automatically receive a ballot by mail for the State Primary Election on September 1 and the General Election on November 3. Due to the anticipated high response of absentee ballot requests, **please return your application as soon as possible to our Town Clerk** (20 Williams St. Longmeadow, MA 01106 or via drop box outside of Town Hall) to assure the timely receipt of your June ballot for our local elections. The polls will still be open on Election Day from 7am – 8pm and additional safety measures will be in place.