



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



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

TO: Chairman Lachiusa and Members of the Select Board  
FROM: Lyn N. Simmons, Town Manager  
DATE: March 15, 2021  
SUBJECT: Town Manager Report

---

### **SB/TM Admin Assistant**

We have an interim Admin Assistant filling the role while we conduct interviews for a permanent replacement. Mike Barbieri has joined us, he is the School Age Before and After School Coordinator for the Parks & Rec Dept and was on furlough since last spring. Mike was recently brought back to assist with the vaccination clinics and he was a huge help. I saw his skills, initiative and ability to learn quickly at the clinic and when it became apparent that we would not be running a clinic any longer, I asked Mike if he was interested in helping out. To reach Mike or to send an email that would have normally gone to Debbie, please use [adminassistant@longmeadow.org](mailto:adminassistant@longmeadow.org).

### **Cybersecurity Grant**

The IT Department has secured another round of funding to continue with cybersecurity training for town staff and the Longmeadow Public Schools The Cybersecurity Awareness Grant program, funded through the State's Executive Office of Technology Services and Security, makes end-user cybersecurity training, assessment, and simulation tools available. This is a continuation of a similar program we took part in last year.

### **Fire Department**

Firefighter/Paramedic David Kida and Firefighter/Paramedic Abigail Candee recently graduated from the Massachusetts Firefighting Academy. Both of these recruits did very well in their training and represented LFD very well.

### **Farm Land Lease**

An RFP for leasing the approximately 166 +/- acres of town owned farmland located off of West Road, Anthony Road and Birnie Road was recently released. The lease will be for the farming of cropland for a farmer owned crop production. The lease also requires the farmer to facilitate the tilling of town wide gathered fall leaves to compost them into the fields which is part of the Town's fall leaf disposal recycling program. The contract will be a one-year contract with up to two additional annual renewal options. Annual contract renewals will be at the sole discretion of the Town. There is a bid alternate in the RFP to mow the Birnie Road landfill site just to see what quotes come in for, it's a requirement of the DEP closure permit. If the contractor doesn't do it the DPW will need to do it. While this practice is not new to Longmeadow, going out to bid for this opportunity/service is, we are hopeful that bid results will be more financially favorable to the town. RFP submissions are due March 19.

### **DPW Water System Risk and Resiliency Assessments Project**

DPW just contracted with DPC Engineering, LLC to perform a water system risk and resiliency assessment project as required by the EPA, for a total cost not to exceed \$11,960. In accordance with the EPA requirements, DPC will evaluate the following ten key elements, as related to the Town's water system infrastructure, related to both Malevolent Acts and Natural Hazards: physical barriers; source water; pipes and constructed conveyances, water collection and intake; pretreatment and treatment; storage and distribution facilities; electronic, computer, or other automated systems; monitoring practices; financial infrastructure; use, storage and handling of chemicals; and operation and maintenance of the system. DPC will then prepare a draft copy of the EPA's Small Community Water Systems Risk and Resilience Assessment Checklist/Form.

### **PVPC and Health Department Emergency COVID-19 Funding**

Now that we are no longer considered to be exploring a shared health services agreement with East Longmeadow, all the state funding from DPH to assist local Boards of Health in responding to COVID-19 will flow through PVPC. For this second round of COVID-19 funding we will receive \$8,384.28 to cover the period of January 1, 2021 - June 30, 2021 (the previous 6th month period was awarded under the assumption of a pending shared services arrangement and was funded at \$25k).

### **Community Compact Best Practice Program**

We were awarded a Community Compact Best Practice grant to fund an organizational study of the DPW and provide a supervisory leadership development training. The total grant award is \$35,500 and will yield years of benefit to the town between recommendations for the DPW and advanced training for supervisors.