

Select Board Regular Meeting
Monday February 4, 2019 - 7:00 p.m.
Longmeadow High School, Room A15, 535 Bliss Road, Longmeadow, MA

Present: Chair Mark Gold, Marie Angelides, Thomas Lachiusa, William Low and Richard Foster.

Also Present: Town Manager Stephen Crane, Paul Pasterczyk, Jackie Sullivan, Amy Nelson, Mario Mazza, Paul Risenger, Donna Langeeza, Attorney Chris Brown, Ralph Santaniello, Cristina Presnal and Steve Walker.

The meeting was called to order at 7:00 p.m. by Select Board Chair Mark Gold.
The Pledge of Allegiance was recited

Announcements:

Mark Gold reminder that applications for the school committee vacancies are due February 21, 2019 at noon. Also, nomination papers are available for the election in June at the Town Clerks Office.

Resident Comments: None

Select Board Comments: Richard Foster spoke on why he recused himself from voting at the last meeting it wasn't the people. He was recusing himself because he disagreed with the format they were using and the procedures that were underway. During the last two meetings with the School Committee there was constant reinforcement with the word transparency, fairness and openness with the selection process which he totally agrees with. They did not have a lot of information on the applicants nor did they have their resumes. There was a person that was nominated and was placed on the School Committee, Ms. Bell. Mr. Foster felt that Ms. Bell was not transparent, there was a lot of information on her resume that was not put out into the open. This was not the reason he did not vote, he got this information after the fact. Richard Foster reiterated the fact that he believes in transparency and openness and feels that it was not displayed in the interviewing process. Mr. Foster feels that Ms. Bell left out some important details, one being that she left her position as the Superintendent in Windsor Locks Connecticut in July and moved on to an Educational Consortium position.

Mark Gold announced that the Town received a clean letter of recommendation from Melanson and Heath and the audit is closed. Mr. Gold also announced that the next Select Board Meeting, February 19, 2018 may be postponed. There is a meeting scheduled for February 25, 2019 to conduct interviews for the School Committee.

Town Managers Report:

DPW Project

The removal of the ACM soils from the new DPW site to the former landfill is underway and has been going well. The work is nearly 75% complete and has been overseen by Tighe and Bond at the landfill and by Weston & Sampson at the DPW site. Air monitoring has been ongoing, and no reportable results have been detected.

Ongoing Projects

Bliss Park/Article 97: Town Counsel needs to research parcel information at the Registry of Deeds to ensure that the certified copy of the vote is attached to all of the recorded land in Bliss and Laurel Parks. This is a significant effort that has been delayed by the work on the Special Town Meeting. Under our agreement with DPWM, the Town has limited hours to use on legal work before incurring additional fees. This work has been further set back due to the ongoing legal work related to the School Committee vacancies.

Library Operating Agreement: Town Counsel is reviewing the letter received from the Library Board of Trustees as well as other relevant documents (Charter, MGLs) and is preparing a response for Select Board Consideration. This work has been further set back due to the ongoing legal work related to the School Committee vacancies.

Town Energy Projects: the work at the Fire Department was completed on December 31 and paid for directly by Columbia Gas. Contractors were not available to do the work at Greenwood before the end of the year. Eversource is also proposing no-cost lighting upgrades for Town buildings similar to what is being done in the Schools. No change.

Streetlights: New information received from MAPC about possible grant funding has impacted the contract discussion with Realterm. The agreed-upon first phase (audit and design) will still happen under Realterm's contract format. The next phases may change depending on MAPC's ability to secure additional funds from DOER. The DPW completed the information survey and submitted it to Realterm as the first step in the audit. It is unclear if the field work has happened.

Meter Station: The Town is researching options for assistance on the project and will discuss at a future meeting. Mr. Crane also noted that after he submitted his written report, he was asked to attend the School Committee meeting tomorrow night to give a status update for the search for a consultant for a Superintendent, they did issue an RFP. Mr. Crane would like to share with the Board that what he intends to tell the School Committee, setting aside the resignations, is that he does have some concerns with the quality of the search. They sent it to fourteen firms and only received one response, there was some issues raised by a resident highlighting some things that were said publicly before they got into the formalized process. That may have had an impact as to why they did not receive many responses, back in 2016 they received four proposals for the same scope of work. When you procure services and you do not get a great response it is important to analyze the reason behind it, so they may need to look at a different approach moving forward.

Paul Pasterczyk spoke on the FY20 budget, back in October he gave budget assumptions that had us in the deficit of about \$670,000.00 budget requests came in much higher than Paul's assumptions were and that shot up the projected deficit to well over \$1,000,000. The good news is that the Governors budget that was proposed at the end of January had more money coming in from the State than he had originally projected about \$225,000 more coupled with that, the assessment from the Hampden County Regional Retirement System came in, that was also less than he had projected. The budget projected deficit has dropped dramatically.

Liquor License Hearing: Extra Anchovies LLC d/b/a Posto

Richard Foster made a motion to open the Liquor License Hearing at 7:15 p.m. William Low seconded the motion. The vote was 5 in favor 0 opposed. Attorney Chris Brown, Ralph Santaniello, Cristina Presnal and Steve Walker attended the hearing. Extra Anchovies LLC d/b/a Posto is proposing to open an Italian Restaurant located at the Longmeadow Shops in the former Bertuccis location. Mr. Santaniello owns this business with his brother in law Mike Presnal. Mr. Santaniello and Mr. Presnal are owners of the Federal Restaurant in Agawam and Vinted Wine Bar & Kitchen in West Hartford CT and have never has any issues at either one of those establishments with any licenses or disciplinary problems. Cristina Presnal is the proposed manager of record. Cristina has worked at The Federal for seventeen years and is currently the front-end manager. Cristina Presnal is tip certified and she understands that as the manager of record she will be responsible for assured compliance with the liquor laws and regulations for Massachusetts and Longmeadow. The proposed hours of operation will be Monday through Thursday 11:30 a.m. – 10:00 p.m. Friday and Saturday 11:00 a.m. – 11:00 p.m. and Sunday closing at 9:00 p.m. It will be 150 seating capacity and is approximately 4,331 square feet. Mark Gold asked about a few items that were not yet completed, the building and fire certificate of inspection, workers comp. affidavit and certificate of insurance and the tip safeserv employee certification copies. Mr. Gold questioned why we are here tonight prior to having these items. Ralph Santaniello informed the Board they have not made any investments yet in the restaurant all the renovations that have been done have been done by the landlord. They will not make any investments until they get the liquor license approved without the liquor license there is no business. Tom Lachiusa asked how many employees would they be employing? Mr. Santaniello informed him maybe 30 or 40. *Richard Foster made a motion to close the hearing at 7:30 p.m. Mr. Low seconded the motion. The vote was 5 in favor 0 opposed.* Tom Lachiusa made a motion to approve the liquor license with a contingency that the license will not be released until all of the requirements are fulfilled. *Richard Foster seconded the motion. The vote was 5 in favor 0 opposed.*

Verizon Petition #1A3DP4E Hearing:

A motion was made by William Low to open the hearing at 7:45 p.m. The motion was seconded by Richard Foster. The vote was 5 in favor and 0 opposed.

Paul Risenger a representative of Verizon attended the hearing. Verizon New England Inc. and NSTAR Electric Co. d/b/a as Eversource Energy request permission to locate poles, wires, cables and fixtures including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by your petitioners, along and across the following public way. Fairfield Terrace place one jointly owned pole numbered T.6S/E.8 on the easterly side of Fairfield Terrace at a point approximately One hundred thirty-five feet northerly from the centerline of Greenacre Avenue. The reason to place one pole on Fairfield Terrace is to provide support to the existing pole line; and to provide for the distribution of intelligence and telecommunications and the transmission of high and low voltage electric current.

Public Comments: Donna Langeeza of 162 Greenacre Avenue stated that the pole will be right beside her property was wondering if the pole could be moved up a little more north. Paul Risenger advised her that they could discuss this and then come back later tonight. *Richard Foster made a motion to close the hearing at 7:55 p.m. The motion was*

seconded by Tom Lachiusa. **The vote was 5 in favor and 0 opposed.** Mark Gold stated that they will hold off on voting until Paul Risenger discusses this with Ms. Langeeza.

Mr. Risenger returned after speaking with Donna Langeeza and another abutter and discussed with them the exact placement and scope of work to be done, they were misinformed about where the pole would be exactly because Verizon generally does not send maps to abutters. They are both fine with where the placement of the pole is on the map.

Richard Foster made a motion to approve the Verizon petition 1A3DP4E. The motion was seconded by Mr. Low. **The vote was 5 in favor 0 opposed.**

Old Business:

- 1. Approve Minutes:** January 22, 2019 Regular Meeting -Tom Lachiusa made a motion to approve the minutes of the January 22, 2019 Select Board Meeting. Richard Foster seconded the motion. **The vote was 4 in favor 0 opposed.** (Mr. Low abstained as he was absent at that meeting.)
- 2. Update on School Committee Process:** Mark Gold gave an update on the School Committee process at last Thursdays meeting a fourth member of the School Committee was appointed. Susan Bell was appointed, and she was sworn in on Friday morning. That fourth member was sufficient enough to bring the Committee to a quorum, the School Committee will be meeting tomorrow night and will be operating the School Committee as normal. Between now and February 21, 2019 at noon people can nominate themselves by submitting a letter of interest to the Town Clerks office. On February 25, 2019 the Select Board and the School Committee will conduct interviews jointly. No sooner than seven days following that they will make appointments of up to four members for the School Committee, those appointments will be until the Annual Town Election on June 11, 2019. Also, if anyone is interested there are 5 openings on the School Committee up for election, three of those positions will be for a one-year term and two of those will be for a three-year term. Mr. Gold thanked the members of the Select Board and the School Committee and also thanked Town Counsel for guiding them through this process.
- 3. Charter Review Committee Capital Planning Discussion:**
Richard Foster gave some recommendations and changes. Mr. Foster stated that on November 18, 2003 the Longmeadow Town Meeting authorized the creation of capital stabilization funds to be used to fund items meeting the definition of capital, as defined by the Capital Planning Committee and Board of Selectmen. The Town of Longmeadow Select Board established a Capital Planning Committee consisting of six members appointed by the Select Board for a three-year staggered term plus a designee from the Finance Committee. In 2004 voters in Longmeadow adopted the Charter that provided for the creation of the capital plan, we do have some State guidelines for these plans. Capital Improvement is a blue print for planning. Mr. Foster stated that the Charter took some of the intended duties recommended by the State for the Capital Planning Committee and gave them to the Town Manager. Some of the other questions that have come up with the modification of the Charter are what the relationship between the Town Manager and the Capital Planning Committee is, the Capital Planning Committee should have independent authority to ask anyone in supported programs being evaluated, current recommendations for the Charter language do not address this issue. Mr. Foster also stated that possibly one of the greatest omissions that he sees in the capital planning process is the lack of a project development check list. This type of planning could save valuable time and money when properly implemented. No project, even by a Citizens Petition, should ever be proposed without first having an overview of that project. Overview for constructability, the policy should be applied for all funding sources regardless of origination, the outcome of this process may be recommendation for additional studies before moving the project forward. The Charter does not seem to establish a firm time line for events concerning the capital process. The Charter also did not really address membership of the committee. Another thing that was not addressed in the Charter is, what is the purpose of the Capital Committee, it is not totally defined. Richard Foster believes that this item is important enough to not put it on hold, he would like to take the time and meet with Stephen Crane and Mario Mazza and discuss what they want the committee to be. Stephen Crane stated that they do have a project intake form. Mr. Crane also stated that since Mario Mazza has been there they have not missed a mark on a project that they have generated and presented to the Capital Planning Committee, he feels that their record has been excellent for internal recommended projects. Mark Gold stated that he sees the Capital Planning Committee as a citizen review and at times they have taken on other responsibilities like project analysis review. Mr. Gold feels that when a project gets to the Select Board, they should be looking at the prioritization set by the Capital Planning Committee. Mr. Gold would like a draft put together with the changes that they would like made to sections 2-11 and 7-7 in the Charter. Richard Foster will come up with a written proposal and bring it back to the Board.

New Business:

1. Quarterly Investment Report: Amy Nelson Assistant Treasurer Collector read the Treasurer's Investment Report for October through December 2018, submitted by Town Treasurer Cheryl M. Cudnik February 4, 2019. Ms. Cudnik submitted her quarterly report on the status of the Town's cash and investments for the period ending December 31, 2018. The report reads as follows:

- The Town held no long-term investments that exceeded the five-year limit.
- The individual bank balances were under the five-million-dollar balance provision except for East Boston Savings Bank and Newburyport Savings that hold the bond proceeds which allows for eight-million-dollar balance provision according to the Investment Policy.
- All banks again received the highest safety rating of green from Veribanc.
- All accounts are fully insured / secured.

We transferred \$1,559,206.64 of OPEB funds to the State Retire Benefits Trust Fund. These funds came from our OPEB accounts with MMDT, Belmont Savings and Country Bank. There is one OPEB CD with Belmont Savings Bank that matures on February 20, 2019 in the amount of \$406,958 that will be transferred to the State Retire Benefits Trust Fund along with the FY 2019 budgeted amount of \$481,000. Our first month with the State Retire Benefits Trust Fund unfortunately showed a loss with investment income in the amount of \$41,988.68 due to December being one of the worst months of the stock market in decades.

We had two twelve-month Stabilization CD's mature in October one with Country Bank paying a rate of 1.50% in the amount of \$251,695 and one with Adams Saving Bank paying a rate of 1.53% in the amount of \$257,288. I combined these two amounts and opened a twelve-month CD with Country Savings Bank in the amount of \$508,984 that is paying a rate of 2.75%.

We had a few banks increase their rates in this quarter. Peoples Bank Premium Money Market Account rates increased from 1.84% to 2.19%, East Boston Savings Bank increased their rates from 2.01% to 2.30% and MMDT rates have increased from 2.22% to 2.46%. I will be looking at alternate banking options for the accounts that are earning less than .50%.

The interest accumulating on the bond proceeds will be allocated into the Town's General Fund, Water Fund and Sewer Fund. For the quarter ending December 31st; interest earned on all bond proceeds was \$83,350.50.

The net decrease of \$989,405.63 in cash and investments for the quarter was a result of warrants payable, payroll and no commitments issued to collect for water/sewer or excise.

As Treasurer, I will continue to seek the best possible interest rates; fund our accounts payable and payroll accounts timely with funds from bank accounts earning the lowest interest rates when possible. The Treasurer's office will continue to monitor all funds in accounts and move funds to achieve the highest yield available and will continue to practice safety, liquidity and yield when investing and paying the bills on the warrant.

Mark Gold asked Paul Pasterczyk if our interest income was running above budget, Mr. Gold noted that we have already bonded for the DPW and have not spent much of that money yet. Paul Pasterczyk stated that he does not budget for interest on bond proceeds, so the answer would be yes. Tom Lachiusa wanted to know why on one of the documents that pension reserves and investment management boards gave them it has three columns and all the numbers are identical. Paul Pasterczyk stated that they are identical because they were done on the last month of the year, so you have the monthly, a six month and then you have a year figure, it will change as we move forward. Tom Lachiusa stated it would be nice if the document would break it up the first six months of the year compared to the second half of the year. Richard Foster asked how much money do we have at 1 ½ percent? Paul Pasterczyk informed him there is roughly \$250,000. Mr. Pasterczyk noted that the Treasurer Collectors office is looking into seeing if the banks can do something better. Marie Angelides asked if there were any investment policies that they should be reviewing or are there any recommendations on what our policies are. Paul Pasterczyk stated there are none at this time that he can think of. Marie Angelides asked if they should consider a policy on bond proceeds. Mr. Pasterczyk said you can look at it and it probably could be used for reducing the tax rate because the majority of this money is coming through on debit exclusions, so we have already added something to the tax rate or potentially put it into the capital expenditure numbers that we use annually. Marie Angelides would be interested in considering a policy on money going towards decreasing the tax rate at a future meeting.

2. Town Manager's Capital Plan:

Mark Gold asked that Stephen Crane provide them with a list of Capital projects that have been submitted to the Capital Planning Committee for this year. Stephen Crane announced that they received a total of \$6,256,000 in

requests and they are looking at a general fund budget of about \$2,000,00 that will be supplemented by water and sewer funding they are projecting the amount of almost \$400,000. CPA funding of about \$363,000 and Chapter 90 in storm water funding in the amount of almost \$700,000. On the general fund requests it was a challenge this year because the top three requests are all big-ticket items, network switch gear equipment and wireless access points, boiler replacement at Blueberry Hill School and the fire alarm replacement panel and detectors at Center School. They are all needs and fit the ranking criteria. Mr. Crane noted that this is just his recommendation to the Capital Planning Committee. Stephen Crane also stated that the CPA did meet and approve certain projects. Mario Mazza informed the Board that Bliss playground resurfacing, the roof replacement at the library were approved by CPA and additional funding for Wolf Swamp fields, in the event that it does not pass at Town Meeting. Stephen Crane stated that he would like to separate the CPA from the Capital one of the things they have done is report them all jointly. Mark Gold asked about bonding, if the town chooses not to bond some projects should they work them through the Capital Plan, because they would be supplemental tax rates. Mr. Gold believes that the people in town should know that there is another option. Stephen Crane reminded them that the Board had already voted. Mark Gold thinks that the Board should revisit their vote. Marie Angelides suggested they bring it up at Town Meeting. Mario Mazza stated that in the time he has worked for the town, a little over three years, they have worked with Capital Planning to change the process a little bit. The time that went into doing the research and the backup paperwork took away from them making sure that they got the numbers right, so they would not have the issue of requesting a project and then there not being enough money because it was not vetted properly. Mr. Mazza believes this process has the ability to improve and looks forward to the next steps of this program he believes it can only go up.

3. Annual Town Meeting Warrant Preview

Mark Gold gave a list of the potential warrant articles for the May 2019 Town Meeting:

- Bond to cap the landfill - \$600K
- Bond to purchase street lights- \$700K
- Appropriate additional FY 19 Ch 90 funds \$94,667
- Bill of Prior Year (longevity owed \$62.50 plus hardware purchase \$73.11)
- Appropriate funds from the Transportation Infrastructure Enhancement Trust Fund \$1,178.50
- Acceptance of Park Dr.
- Wage settlement account to cover FY 20 CBA and other wage settlement agreements - \$162K
- Eminent domain for permanent easement on Dwight Road
- Tax Ceiling legislation petition
- Accept MGL Ch 51 Sec 16A
- Charter Review Recommendations
- Bond (debt exclusion) Wolf Swamp Fields
- Appropriate additional \$ DPW-Forestry - Trimming and Removal

Bylaws

Demolition by law

Short term rental bylaw

Commercial vehicle by law

Historic District by law

Open burning by law

Mark Gold stated that his personal preference is that they not go through the process of opening and closing the warrant numerous times and that they set a date and get it done once.

Subcommittee Reports: None

*Richard Foster made a motion to adjourn the regular meeting at 9:00 p.m. and enter into executive session for the purposes of accepting prior meeting minutes and to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel not to return to open session. Police and Fire Chief contracts. The motion was seconded by Tom Lachiusa. **Roll call vote Mr. Foster – Yes, Ms. Angelides – Yes, Mr. Gold – Yes, Mr. Lachiusa – Yes, Mr. Low – Yes.***

Respectfully submitted,
Jackie Sullivan

Documents: Agenda, Memo New Liquor License, New licensing check list, Application, BOH Director comments, Licensing Authority Certification Posto, Police Chief comments, DPW review of Verizon Petition, Verizon Petition # 1A3DP4E, Town Manager report, January 22, 2019 draft minutes, Qtr. report cover December 2018, 1a Investment Policy Dec. 2018 OPEB, 1b Investment policy qrtly. reports December, Capital Request Summary FY 20-24, List of Articles for May Town Meeting, Board of Assessors Minutes 12/05/2018, Comm. Preservation Minutes 1/09/2019, Council on Aging Minutes 12/20/2018, Tree Committee minutes 01/24/2019, FERC 261 Upgrade Transmit DEIR to FER, FERC 261 Upgrade Table, FERC Appendix 7A, FERC Appendix 10A, FERC Data Request, FERC Delaware Tribe, FERC Mashpee Pequot, FERC Mashpee Wampanoag, FERC Mohegan, FERC Mohican, FERC Narragansett, FERC Supp Filing, FERC Tribal letter, FERC Wampanoag, Melanson Heath letter.