



TOWN OF EAST LONGMEADOW
60 CENTER SQUARE
EAST LONGMEADOW, MA 01028

TOWN COUNCIL

(413) 525-5400 ext. 1001

Michael J. Kane, President,
Thomas C. O'Connor, Vice President
Donald J. Anderson, R. Patrick Henry, Kathleen G. Hill
Ralph E. Page, Marilyn M. Richards

Approved 7-13-2021

MINUTES- Draft
Town Council Meeting
June 15, 2021 at 6:00 p.m.
180 Maple Street/ ELCAT Studio
East Longmeadow, Massachusetts 01028

Present: President Michael Kane, Pat Henry, Ralph Page, Marilyn Richards, Don Anderson and Kathleen Hill.

Absent: Tom O'Connor

Council President Kane opened the meeting at 6:00 p.m. with the Pledge of Allegiance, followed by a Moment of Silence. Announcements were made in accordance with Mass General Law. The meeting was also being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020. Announcements were made in accordance with Mass General Law, and it was noted that the meeting was being audio taped as well as in a virtual remote format.

Public Comments: None

Council Comments: On behalf of the entire Town Council President Kane presented a proclamation to Don Anderson for all his years of dedicated service to the Town of East Longmeadow, as an elected member of the Planning Board for 23 years and as an elected member of the Town Council for the past 5 years.

Town Managers Report: Town Manager Mary McNally was absent; IT Director Ryan Quimby filled in her absence and summarized Ms. McNally's report as shown in Attachment A.

Ryan Quimby reminded everyone that the Fire Department Open House is Saturday evening June 19, 2021.

Approval of Minutes:

- A. Approval of May 25, 2021 Open Session Minutes
*Councilor Anderson made a motion to approve the May 25, 2021 Open Session Minutes. Councilor Page seconded the motion. **The vote was 6 in favor and 0 opposed.***
- B. Approval of June 1, 2021 Open Session Minutes
*Councilor Hill made a motion to approve the June 1, 2021 Open Session Minutes. Councilor Henry seconded the motion. **The vote was 5 in favor, 0 opposed and 1 abstention. .***

Communications', Correspondence and Announcements:

- A. Annual Town Election Update – Town Clerk Jeanne Quaglietti updated the Council on the Local Town Election that took place on June 8, 2021.

Ms. Quaglietti reported that there were 1,400 voters at an 11.2% turnout. The results of the election were as follows: Town Council - Thomas O'Connor received 809 votes, Connor O'Shea received 715 votes and Cassandra Cerasuolo received 577 votes. School Committee - Sarah Truoiolo received 721 votes and Aimee Dalenta received 648 votes. All eight of the Charter questions passed.

Ms. Quaglietti thanked everyone involved for all of their help.

Public Hearings:

- A. 6:15 p.m. – To address a proposed Zoning Bylaw amendment for the purpose of amending and clarifying Section 7.2 SPECIAL PERMITS, subsection 7.30 CRITERIA – second reading.

President Kane opened the Public Hearing. Councilor Page read the b-law into the record and Town Clerk/Clerk of the Council Jeanne Quaglietti read the legal notice into the record.

Public comments: None. The public comment portion of the hearing was closed.

Councilor Henry reminded everyone that this came about because we did not have a requirement for pet daycares and the Town Attorney suggested that we should add this to our bylaws to make sure that the daycares remained licensed.

President Kane closed the Public Hearing with a roll call vote: **Roll Call Vote - Councilor Richards- Yes, Councilor Page – Yes, Councilor Henry – Yes, President Kane – Yes, Councilor Hill – Yes and Councilor Anderson – Yes. Councilor O'Connor - Absent.**

*Councilor Richards made a motion to approve a Zoning Bylaw amendment for the purpose of amending and clarifying Section 7.2 SPECIAL PERMITS, subsection 7.30 CRITERIA, adding new item “i”, as presented. Councilor Page seconded the motion. **Roll Call Vote- Councilor Anderson – Yes, Councilor Hill – Yes, President Kane – Yes, Councilor Henry – Yes, Councilor Page – Yes and Councilor Richards- Yes. Councilor O'Connor – Absent.***

- B. 6:20 p.m. - To address a proposed General Bylaw amendment, adding kennel license fees to the list of Town Clerk Fees in Section 4.040 – second reading

President Kane opened the Public Hearing. Councilor Henry read the bylaw into the record and Town Clerk/Clerk of the Council Jeanne Quaglietti read the legal notice into the record.

Councilor Page feels it is important to add the cost of the different fees and put them into the bylaws which, when we finish our e-codification we will have a whole list, but before then we do charge for kennel licenses. Councilor Page thinks it would be transparent to have it put into a bylaw.

Public Comments: None. The public comment portion of the hearing was closed.

President Kane closed the Public Hearing with a roll call vote: **Roll Call Vote - Councilor Richards- Yes, Councilor Page – Yes, Councilor Henry – Yes, President Kane – Yes, Councilor Hill – Yes and Councilor Anderson – Yes. Councilor O’Connor - Absent.**

Councilor Page made a motion to approve a General Bylaw amendment, adding kennel license fees to the list of Town Clerk Fees in Section 4.040, as presented. Councilor Anderson seconded the motion. Roll Call Vote - Councilor Richards- Yes, Councilor Page – Yes, Councilor Henry – Yes, President Kane – Yes, Councilor Hill – Yes and Councilor Anderson – Yes. Councilor O’Connor - Absent.

Orders of the Day:

A. Licensing Matters

1. Change of DBA – AMG Retail I dba Atlantis Fresh Market – Town Clerk/Clerk of The Council Jeanne Quaglietti explained that when they applied for their liquor license “Shell” was still on the application as the dba. Ms. Quaglietti stated this is just a housekeeping issue to change the dba name for the license purposes.

Samantha Rodriguez from Atlantis Management Group was present to answer any questions the Council may have had.

*Councilor Henry made a motion to approve a Change of DBA for AMG Retail I from “Shell” to “Atlantis Fresh Market”. Councilor Hill seconded the motion. **The vote was 6 in favor and 0 opposed.** .*

2. Change of Manager – AMG Retail I dba Atlantis Fresh Market

*Councilor Page made a motion to approve Change of Manager, for AMG Retail I dba Atlantis Fresh Market, to Crystal Johnson. Councilor Richards seconded the motion. **The vote was 6 in favor and 0 opposed.** .*

3. Extension of deadline to utilize existing liquor licenses – Councilor Hill provided some background information; Redstone Pasta located at 642 North Main St. for the last two years has been transforming the old Pasquale’s Restaurant into the type of establishment that meets their vision. They are on the cusp of being able to open with one obstacle that many restaurants are experiencing which is a lack of interest in people taking positions in the food industry. The attorney for Redstone Pasta reached out through an email wondering if, because they are not able to open and are under a license that is issued annually, if there would be some consideration given to the owner at Redstone. He is earnestly trying to hire

enough staff to provide the clientele with the level of service and quality of food that they are accustomed to providing their clientele.

Councilor Page asked how long the license was open and if the fee was paid for this year. Councilor Hill stated they have faithfully paid every year and this would be his third year holding a license.

Councilor Richards stated they have put in a lot of money on renovations and given the circumstances they should really try to work with them. Councilor Richards feels six months would be a decent amount of time to extend it.

Councilor Henry would be in favor of extending it for 90 days.

After further discussion, Councilor Hill made a motion to extend the deadline for Redstone Pasta to utilize their existing liquor license until December 31, 2021. Councilor Anderson seconded the motion.

Councilor Henry pointed out that all of the arguments that were made in favor of the year-end extension could equally apply to a 90-day extension. It would give them an opportunity to come back at the end of 90 days. Councilor Henry feels that our efforts have been to try to reduce the number of these licenses that have not been used. Councilor Henry feels the end of the year is not realistic.

The vote was 5 in favor and 1 opposed. .

B. Financial Matters

1. Approval of School Bus Sale Proceeds Transfer Order-

Councilor Anderson made a motion that the amount of \$340,200, received by the Town upon the sale of school buses, is hereby transferred from fund balance reserved for debt service, to the debt service budget in order to redeem a portion of the outstanding bond issue from which funds to purchase the buses were derived, and to pay all associated costs associated therewith, which will, in turn, provide interest expense savings for the Town. Councilor Page seconded the motion.

Councilor Page asked Finance Director Steve Lonergan to explain. Finance Director Steve Lonergan explained that the buses were sold before the bond was paid off so when they received the money it went into the fund balance reserve for debt. These bonds happen to have a callable feature, which is up in August. This is taking those proceeds to pay that off which will save on interest and principal costs.

The vote was 6 in favor and 0 opposed.

2. Rescind Free Cash transfer of \$17,696 approved to Fire Department February 9, 2021

Councilor Hill made a motion to rescind the February 9, 2021 vote to approve the funding of \$17,696 from FY20 free cash to replace damaged firefighters' gear; \$17,696 being the portion of the claim not covered by the insurance company. Councilor Henry seconded the motion.

Councilor Page asked why we did not need the money; did the insurance pay? Mr. Lonergan stated that previously Chief Morrisette stated he was going to go to the company and see if he could get the balance. The Chief did that and the company paid the balance.

The vote was 6 in favor and 0 opposed.

3. Approve transfer of \$210,338 from Water Free Cash to Vehicle Replacement Reserve

Councilor Richards made a motion to approve the transfer of \$210,338 from Water Free Cash to the Vehicle Replacement Reserve. Councilor Page seconded the motion.

Mr. Lonergan explained that from FY16 through FY21 a certain amount was approved to be put in the Water Enterprise Vehicle Replacement fund; but each year the entry was never made so it stayed with the free cash and the undesignated fund balance and rolled into that each year. This is to correct that.

Councilor Page asked Mr. Lonergan to double check to see if we spent money on any vehicles from FY2016-FY2021. Mr. Lonergan stated he would double check.

The vote was 6 in favor and 0 opposed.

4. Approve transfer of \$210,338 from Sewer Free Cash to Vehicle Replacement Reserve

Councilor Page made a motion to approve the transfer of \$210,338 from Sewer Free Cash to the Vehicle Replacement Reserve.

The vote was 6 in favor and 0 opposed.

5. Approve transfer from the Ambulance Fund of \$26,000 to cover shortfall

Councilor Henry made a motion to approve the transfer of \$26,000 from the Ambulance Revenue Fund to cover a shortfall. Councilor Hill seconded the motion.

Mr. Lonergan explained the reason for the transfer.

The vote was 6 in favor and 0 opposed.

6. Approve donation of engraved bench in honor of 100th birthday of East Longmeadow resident, per Massachusetts General Law Chapter 44, Section 53A ½

*Councilor Page made a motion to approve the donation of an engraved bench in honor of an East Longmeadow resident's 100th birthday, per Massachusetts General Law Chapter 44, Section 53A ½. Councilor Richards seconded the motion. ***The vote was 6 in favor and 0 opposed.****

C. Old Business None

D. New Business

1. Discuss Town Council summer meeting dates- President Kane stated that the second Tuesday in July is July 13, 2021 and in August, it is August 10, 2021.

Councilor Hill is not available on July 13th and is very cognizant of the fact that we have to go through the reorganization process. The Charter states that we all must be present. If the requirement is to meet in person and not via Zoom unfortunately, she will not be able to make the in person meeting.

President Kane stated that if the extension of the Governor's order of meeting remotely does not pass then they could schedule a second meeting in July.

*Councilor Henry made a motion to approve the 2021 summer Town Council meeting dates to be July 13, 2021, and August 10, 2021. Councilor Page seconded the motion. **The vote was 6 in favor and 0 opposed.***

2. Discussion of the Juneteenth Holiday-

President Kane stated that this was a holiday that started in Texas and is now a holiday in Massachusetts. In terms of compensation, there are a lot of moving targets that would affect numerous departments throughout the town. That is the reason this has been added to the agenda, so that we can speak on it and decide what we want to do with this.

Councilor Henry stated that he was puzzled when this became a holiday in the State because historically this happened only in Texas; this was the date when Texas freed its slaves, whereas all the slaves in the Country were free two years before. Historically this has no connection with Massachusetts Councilor, Henry stated. Councilor Henry understands that only three other states have made it a holiday and it is not a Federal holiday because we have Martin Luther King Day, which is really the purpose to celebrate and recognize the needs and aspirations of the black community. Councilor Henry feels this holiday would not recognize other subgroups such as Native Americans, LGBTQ, Latinos and Asians. This is very specifically oriented toward Texas and happened 150 years ago. Councilor Henry thinks we should probably seek more information and suggests that they postpone this discussion to a future meeting.

Councilor Page stated that they are the Legislative Branch so they appropriate x amount of funds for departments for their payroll. Councilor Page does not remember ever having to vote on holidays. This is a contractual obligation that the Executive Branch, Town Manager should be deciding. Councilor Page does not believe this falls on the Town Council and believes this should be worked out within contracts. Councilor Page's personal feeling is that they should not be involved in deciding which holiday someone is paid for.

President Kane stated the reason it was on the agenda was for discussion purposes and transparency to show that we are on top of it and looking at it. There are many different levels of investigation to do and it affects many different departments. These are things they need to look at and Mary McNally should be involved in the discussion.

*Councilor Henry made a motion to table further discussion of the Juneteenth holiday to the August 10, 2021 Town Council Meeting. Councilor Richards seconded the motion. **The vote was 6 in favor and 0 opposed.***

3. Summary: Action Items for Next Meeting

- Clarification on if we spent money on any vehicles from FY2016-FY2021.

*Councilor Anderson made a motion to adjourn the Open Session Meeting. Councilor Richards seconded the motion. **The vote was 6 in favor and 0 opposed.***

The Open Session Meeting adjourned at 7:13 pm. The next Town Council meeting will be July 13, 2021 at 6:00 pm.

Respectfully Submitted,

Jackie Sullivan

Assistant Town Clerk

Documents: Agenda, Town Manager Report, Letter of interest for the Housing Authority/Thomas Saulnier, Application for the Board of Library Trustees/Nan O'Connor, Planning Board application Jonathan Torcia, ARPA Fund, Anderson proclamation, Amy Pawle application Library Trustees, Amy Johnson application Library Trustees, Water and Sewer truck reserve, Potential appointments, Special Permit Amendment Memo, School bus sale proceeds memo, Rescind Free Cash Transfer document, May 25, 2021 Open Session Draft Minutes, June 1, 2021 Open Session Draft Minutes, General By-law Amendment, Election Results 6-8-2021, Letter regarding donation of bench, Atlantis Fresh Market change of manager application, Change of DBA Atlantis Fresh Market application, Ambulance Fund transfer memo.

**TOWN OF EAST LONGMEADOW**

Town Manager's Report

June 15, 2021

Good evening:

Primary issues presenting over the last several weeks relate to ARPA funding procedures and uses. No funds have been received as yet by the Town and the guidance issued by the Treasury has not been expanded beyond the general guidelines previously issued over the past month. I attended a webinar on June 10, sponsored by Mass. Municipal Association in an effort to stay current on latest information. A draft listing of potential water and sewer infrastructure projects has been compiled by the DPW in anticipation of the availability of these funds, a copy of which is attached. However, a major caveat is that all funding must have a nexus to Covid. We may have difficulty satisfying this requirement depending on further explanation and guidance from Treasury. The Broadband committee is reviewing its recommendations regarding this type of infrastructure improvement in Town as well.

A Dept. Heads meeting was held on June 1 in anticipation of the reopening of Town offices on June 7. The reopening went very smoothly, which is a credit to the Department Heads and staff. Ryan Quimby reported on the progress of the Rotary Club planning for the July 4 events, including the carnival, fireworks and parade.

The Westcomm Board met on June 4, and is moving forward on renovations to the newly acquired site in Chicopee as well as hiring additional dispatchers and adding communities.

Coffee with a Cop event took place on Saturday, June 5, 2021 at the High School parking lot. This event was a combined effort of the Police and Health Departments and was very well attended. By 10:30 all of the recycling literature and materials were distributed which included Jump ropes, pencils containing seeds which could be planted, and raffle tickets for a compost bin were sold. The event was a great opportunity for the community to meet Chief Williams and interact with other Police officers. Our Health Inspector, Donna Bowman, installed 82 free car seats, obtained on a grant, and inspected or installed an additional 75 seats brought to the event by residents. It was hot and humid, but everyone seemed to enjoy it.

Town elections were held on June 8, 2021 and as usual, Jeanne Quaglietti's office managed all aspects without any problems so the process was very efficient, as expected.

Labor Union negotiations continue with the Town Clerical personnel Union and the Police Union.

I forwarded information under separate cover regarding the appointment of Atty. Nancy O'Connor, Amy Johnson and Amy Pawle as new Library Trustees and Thomas Saulnier as the tenants' representative to the Housing Authority and the reappointment of Jon Torcia to the Planning Board for your review and consideration. Dan Rosen was appointed to Conservation, Mark Manolakis to Recreation and John Makara to the Historical Commission. These appointments were made after interviews with the individuals and the Department Heads involved.

John Comerford will retire from his position as Veterans Service Officer with the Eastern Hampden District effective June 30, 2021. Applications for a new Officer (VSO) are being advertised and will be returned to my office for review. In the future, the Veterans service office will be maintained in East Longmeadow with regular hours once a new Officer is hired by the District.

Stephen Lonergan has agreed to serve on the audit committee of the Hampden County Retirement Board. I applaud his willingness to serve and to assist bringing more responsible oversight to this Board.

Respectfully submitted,


Mary E. McNally
Town Manager