



TOWN OF EAST LONGMEADOW

Town Manager's Report

February 26, 2019

Good evening -

The 125th Anniversary Celebration Committee continues to meet, planning events to celebrate the anniversary. In addition to the March 8th Spaghetti Dinner, coming quickly is the Lions Club Fishing Derby on April 13. There are also plans for a Fire Hydrant Painting contest and a Chalk the Sidewalks event. Limited Editions Challenge Coins, Commemorative Holiday Ornaments and Town pint glasses and coffee mugs will be available this Spring. More information to follow.

I attended a Veteran's District meeting in Monson last week to discuss the services being provided to East Longmeadow's veterans. We have the services of a Veteran's Services Officer (VSO) 4 hours per week through our participation in the District. The members of the District at the meeting agreed that we need clear definition of the services expected of the VSO and a look at the overall organization/funding of the District. A follow-up meeting has been scheduled for February 28.

The LEPC (Local Emergency Planning Committee) held a ½ day Tabletop Exercise on February 14 at the East Longmeadow Firehouse. The drill was extremely well attended with representation from Town departments, businesses, nursing facilities and emergency management volunteers. I have attached a copy of the initial drill information. I am confident the community will be in good hands when an emergency arises.

Later in this evening's agenda, I will briefly review the Capital Projects Recommendations for Fiscal Year Ending 2020. I have to give a big thank you to the team of Jim Broderick, Jean Delaney, Jim Walsh and Sara Menard for helping with the review and prioritization of this year's capital requests. Their participation improved the capital planning process. I am asking that the Council set a budget workshop for next Tuesday, March 5 for an in depth review of FYE 2020 Capital recommendations. The Council may also want to use that meeting for the joint Council-School Committee meeting required in Art. 6, Sec. 1, Step 1 of the Charter. The Director of Finance and I can provide the financial condition of the town and revenue and expenditure forecasts available at that time. We have discussed the Council's FYE 2020 priorities briefly as required in Step 2 of the budget process requirements and I expect to submit a draft budget to the Council at the March 26 Council meeting, prior to the April 1 deadline. I am suggesting the Council also plan on a second budget workshop on March 19 for capital and budget planning. It can always be cancelled if not needed.

The Council President and I met with the Hampden Town Administrator and Jeff Daly, an advisor Hampden is using while investigating how to address Hampden's need for adding Town water and sewers to their infrastructure. The meeting was very preliminary. Hampden has much to figure out before any serious discussions can take place and those would be with the Town Council.

Progress has been made toward simplifying the Business Certificate process for certain types of businesses. I have attached a copy of the updated/simplified Zoning Determination Form along with the previous, much more cumbersome form.

I asked the Town Clerk for an update on candidates that have taken out nomination papers for the June 4 local election. As of February 22, the following have taken out papers:

- For the Town Council: Ralph Page, Kathleen Hill (incumbent) and R. Patrick Henry.
- For the School Committee: William Fonseca (incumbent) Elizabeth Marsian-Boucher (incumbent) and Antonella Raschilla.

Nomination papers must be returned by Tuesday, March 12.

At the February 20 Department Head meeting, the Town Clerk and the IT Director reported that posting of meeting agendas has been changed. The Library's message board that has shown only portions of Council, Board and Commission agendas due to limitations with the program will now show the date, time and place of upcoming meetings with a note on the bottom of the screen directing viewers to go to the Town's website for the full agenda. Also changed, the Town Clerk's office will be posting all agendas they receive to the Town's website in a consistent, simple format as has been requested by the Council. The agendas will also be physically posted outside of the Town Clerk's office.

Respectfully submitted,

Denise Menard

Dates to Remember

March 8th – 125th Anniversary Pasta Dinner fundraiser at St Luke's

April 5th – Veterans Memorial Committee's Dance @ The Elks, 440 Tiffany Street in Springfield

April 13th – Lions First Annual Spring Fishing Derby, from 7a.m. to 10:30 a.m.

April 20th – Egg Hunt @ Heritage Park 10 a.m. to 12:30 p.m.