



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

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**TOWN COUNCIL**

(413) 525-5400 ext. 1100

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**BYLAW COMMITTEE MEETING**  
January 11, 2021  
Via Zoom Webinar

Present: Councilor Pat Henry, Councilor Ralph Page, DPW Superintendent Tom Christensen, School Committee member Bill Fonseca, Town Clerk/Clerk of the Council Jeanne Quaglietti

Committee Chair Henry called the meeting to order at 10:35 a.m.

Motion: Counselor Page made a motion to approve the January 6, 2021 minutes as amended. Mr. Christensen seconded and all were in favor via a roll call vote.

Chair Henry noted the document Ms. Quaglietti has created to submit to General Code. He felt there needs to be some "wordsmithing" to this document and will work with Ms. Quaglietti on this.

Chair Henry said he had reviewed the final workbook as submitted to General Code last year and addressed some remaining concerns with the Committee. The following are those that need action.

Page 45, Question 53-005: Ms. Quaglietti has rewritten the entire section for Town Clerk Fees as the Committee intended. She will forward this to the Committee for their review.

Conservation Commission needs to add reference to MGL Chapter 424. Ms. Quaglietti will include this in her document for General Code.

Page 79, Question 279-003: The fee for Public Entertainment fee should be \$75, and not \$50.

Page 239, Question 350-085: General Code did not revise the definition of HOTEL as suggested.

There was discussion as to whether the Charter and the Council Rules should be included in the Code (and its format), or added to the Code as attachments in their original pdf forms. Chair Henry felt the advantage of having both in the Code would make each more searchable. The Committee agreed that the Charter and Council Rules would be added to the Code in each of their original pdf forms, and not within the Code and its format.

Referring to the paginated version of the Code, on Page 71, Town Accountant 97-5, it is not clear which office is held for three years. This should be clarified and is merely a grammar correction. Chair Henry will work with Ms. Quaglietti on this.

Referring to the change for Page 88 on Ms. Quaglietti's document, the page number should be 85, and the change should refer to the "headings" being changed for Chapter 115, for better clarification.

January 11, 2021

Town Council Meeting Minutes

Chair Henry commented that in Chapter 450 of the paginated version, the Tables/Attachments still say 350 and should be 450.

For future steps, a presentation to the Council will state that we have not made any substantive changes since the last time this was before the Council last year, and it is merely reporting that there have been necessary edits and corrections made.

It was discussed that under the Charter Review, language is being explored for the Charter so the Code can be adopted as a whole. The Town Attorney will be at the next Charter Review Committee to assist with this. The Charter revisions will be on the June 2021 ballot, with the intent to include this language. Therefore, the Code will not be able to be formally adopted by the Council until after that election.

At this point there is no need to schedule another meeting. Chair Henry will work with Ms. Quaglietti on the final document to submit to General Code. He said he appreciated everyone's hard work and patience throughout this project.

Motion: Councilor Page made a motion to adjourn at 12:00 p.m., seconded by Mr. Christensen. All were in favor via roll call vote.

Respectfully submitted,

Jeanne R. Quaglietti  
Town Clerk/Clerk of the Council