



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 5/25/2021

MINUTES
Town Council Meeting
May 11, 2021 at 6:00 p.m.
East Longmeadow, Massachusetts 01028

Present: President Michael Kane, Vice President Tom O'Connor, Pat Henry, Ralph Page, Marilyn Richards, Don Anderson and Kathleen Hill

Council President Kane opened the meeting at 6:00 p.m. followed by a Moment of Silence. The meeting was 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.

President Kane noted that all votes taken would be roll call votes.

Public Comments: None

Council Comments: None

Town Manager Report: Town Manager Mary McNally gave her report as shown in Attachment A.

Ms. McNally also reported the following:

- There was a meeting with a group from Mass Development. They are suggesting that the town should participate in a financing program called PACE, which allows solar businesses that make solar investments recoup some of their savings by special financing. The interest from the town's point of view is that the loans that are made to the various businesses would become a betterment assessment process by our treasurer's office. There was a discussion as to what it would mean administratively for the town versus the benefit to some of the commercial entities that would want to take advantage of this. They are going to evaluate the implications and then make a recommendation to the Council.
- There was another meeting with Pioneer Valley Planning Commission regarding the rapid recovery sector that we are contemplating for the Northwest quadrant. This is a technical assistance grant. They are looking for shovel ready projects and to create some sidewalk improvements. This is still in the infancy stages stated Ms. McNally.
- Ms. McNally attended a zoom webinar sponsored by the White House regarding ARPA financing. What Ms. McNally took away from the meeting was that unfortunately, the money would be delayed by a week as is the guidelines that go with it.

- An MGM Casino Mitigation meeting took place online. Much of that discussion was about Community mitigation funds and grants. Apparently, the Casino Commission is having a hard time dispersing the monies that are dedicated to community grants because a nexus between a community problem that has arisen as a result of the casino operation. Some communities like East Longmeadow are having a hard time establishing that nexus. MGM Casino Mitigation is talking about revising the legislation to loosen up the requirements because the percentage of gaming revenue that are dedicated to those grant funds keep growing without being distributed.

Approval of Minutes:

A. Approval of April 27, 2021 Open Session Minutes

Councilor Anderson made a motion to approve the April 27, 2021 Open Session Minutes.

*Councilor O'Connor seconded the motion. **Roll Call Vote – Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O'Connor – Yes and President Kane – Yes.***

B. Approval of April 27, 2021 Executive Session Minutes

Councilor Hill made a motion to approve the April 27, 2021 Executive Session Minutes.

*Councilor Henry seconded motion. **Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O'Connor – Yes and President Kane – Yes.***

Communications, Correspondence and Announcements:

Public Hearings: None

Orders of the Day:

A. Licensing Matters

1. Approval of one-day liquor license for St. Paul the Apostle, for a wedding reception on May 30, 2021.

Councilor Richards made a motion to approve the One-day Liquor License for St. Paul the Apostle, for a wedding reception on May 30, 2021. Councilor Page seconded the motion.

Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O'Connor – Yes and President Kane – Yes.

2. Approval of one-day liquor license for St. Paul the Apostle, for a wedding reception on June 11, 2021.

Councilor O'Connor made a motion to approve the One-day Liquor License for St. Paul the Apostle, for a wedding reception on June 11, 2021. Councilor Anderson seconded the motion.

Councilor Page noticed that there was no ending time on this application. Councilor Hill suggested they approve with the contingency that the end time be 11:30 pm.

*Councilor Page made a motion to amend the application to include an end time of 11:30 pm. Councilor Richards seconded the motion **Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O'Connor – Yes and President Kane – Yes.***

Vote on the original motion: **Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O’Connor – Yes and President Kane – Yes.**

B. Financial Matters

1. Amend the final vote (for the Massachusetts School Building Authority) to appropriate \$1,260,000 for the purpose of paying estimated costs for feasibility study for construction and/or rehabilitation of the East Longmeadow High School.

*Councilor Henry made a motion to rescind the motion that was taken on April 27, 2021, amending the final vote for the MSBA for the feasibility study for East Longmeadow. Councilor Hill seconded the motion. **Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O’Connor – Yes and President Kane – Yes.***

Councilor Page made a motion that the Town of East Longmeadow appropriate the amount of \$1,260,000.00 dollars for the purpose of paying estimated costs for feasibility study for construction and/or rehabilitation of the East Longmeadow High School, a school serving grades 9 – 12, at 180 Maple Street, East Longmeadow, MA, including the payment of all costs incidental or related thereto, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended under the direction of the East Longmeadow High School Building Committee.

*To meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town of East Longmeadow acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town of East Longmeadow incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of East Longmeadow, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the Town and the MSBA. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. Councilor Richards seconded the motion. **Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill – Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O’Connor – Yes and President Kane – Yes.***

2. Order to supplement prior borrowing orders to permit the application of sale premium to pay project cost.

Councilor Anderson made a motion that each prior order of the Town Council that authorizes the borrowing of money to pay costs of capital projects is hereby supplemented to provide that, in accordance with Chapter 44, Section 20 of the General Laws, as most recently amended by the Municipal Modernization Act, so-called, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to

pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied. Councilor O'Connor seconded the motion.

Councilor Page asked if it should say the bonds shall be applied instead of may be applied. Finance Director Steve Lonergan explained that he believes the way it was written is because there is an option and there is nothing that says that you have to use it.

Councilor O'Connor asked if we were going back to more than last year's capital projects. Steve Lonergan stated no they would not be. This is a blanket order and our financial advisor recommended it. This is a way of covering the back ones and going forward all this language will be in each order.

Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O'Connor – Yes and President Kane – Yes.

C. Old Business None

D. New Business

1. Discussion of a proposed bylaw outlining all Town fees not set by General Law.

Councilor Page explained Charter, Article 2 Section 2-7 (c) Actions Requiring a Bylaw. They are in the process of going through e-code and what they had talked about during e-code was doing a schedule of fees that would be included in it. It will include all Town fees so that any resident can easily see the different fees. Because we have to do it by a By-law, the Council could set a time to review the schedule and make any updates with recommendations from the department heads. Before we get to that, we need to know what all the fees are so Councilor Page suggested that they ask Ms. McNally to have the department heads create a list of their department's fees.

Councilor O'Connor believes it would be helpful to have all the fees and fines in one location.

Councilor Henry wanted to clarify if there was a timeframe. Councilor Henry does not think the timeframe should mesh with the e-code project as the e-code project is in its final form and any additions would delay the project and cost more money. Councilor Henry wanted to find out if Ms. McNally was prepared to do this within the next couple of months or wait until the budget is settled.

Councilor Hill asked how we would handle having a complete list if a particular department sees fit through its governing agency to amend and raise the fees.

Councilor Page stated that by the Charter, it is the Town Council's responsibility to set fees and that has to be done through a bylaw. That is why he is thinking of a set timeframe. If fees go up, they can be amended at any time.

Councilor O'Connor believes it would be helpful to have a column that shows who set the fee and to include if it is a Mass. General Law or was it set by a previous Board who at the time had the power to do so.

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Councilor Henry's concern is that when this was done as part of the e-code project, and it was difficult to go back and find the genesis of some of these fines and fees that have been around a long time. Councilor Henry thinks that if Ms. McNally provides us with the numbers and we come up with certain ones that we question we can examine where they came from rather than trying to find the origin of every finder fee.

President Kane stated that Ms. McNally has a general idea as to what the Council is looking for to help proceed forward.

2. Summary: Action Items for Next Meeting: None

*Councilor Richards made a motion to adjourn the Open Session Meeting. Councilor Page seconded the motion. **Roll Call Vote - Councilor Henry- Yes, Councilor Richards – Yes, Councilor Hill Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor O'Connor – Yes and President Kane – Yes.***

The Open Session Meeting adjourned at 6:40 pm. The next scheduled Town Council Meeting is May 25, 2021 at 6:00 pm.

Respectfully Submitted,

Jackie Sullivan

Assistant Town Clerk

Documents: Agenda, Town Manager Report, St. Paul's One Day Liquor License applications, Propose By-law re: town fees, Premium motion, April 27, 2021 Open Session Draft Minutes, April 27, 2021 Executive Session Draft Minutes, Amended MSBA Feasibility Vote.



TOWN OF EAST LONGMEADOW

Town Manager's Report

May 11, 2021

Good evening:

The Financial Oversight Committee continues to review the draft budget including Capital projects recommended for FY 22. I understand their recommendations will be made at their meetings this week. The draft budget is posted on the Town website for public review in anticipation of the public hearing later this month.

Planning continues for the transitional reopening of Town Hall facilities. The COA will open with a schedule of activities both inside and outdoors on May 17; the library will follow on June 7 and the remaining Town facilities will return to normal operations in the latter part of June. I am discussing the practical aspects of live meetings with Don Maki tomorrow so there will be some news on that subject in the near future.

Interviews for the COA Director position are underway. We have received a number of resumes from qualified individuals, so I hope to make a decision soon.

Many Boards and Commissions have upcoming vacancies which will be advertised soon.

The Master Plan is nearly complete. An additional survey was distributed by email last week from the Planning Department.

The Recreation Department's first Farmer's Market of the season is this Friday, May 14 from 2-7 at Center Field.

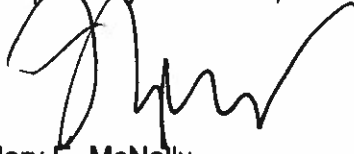
Budget and service issues with the Eastern Hampden County Veterans' Service District are ongoing. There will not be any formal Memorial Day wreath laying at the rotary this year due to lingering Covid concerns.

The Westcomm Board of Directors met on Friday to discuss operational and technology issues as well as the terms of the contract with the architectural firm chosen to do the remodeling work at the new site for the Emergency Communications Center in Chicopee. Two additional communities have signed letters of intent to join the District.

The Finance Department is preparing an application for a Bond Anticipation Note (BAN) to fund the FY 20 and 21 Capital projects. They and all Departments continue their normal business processes and have been advised of the Town's reopening schedule.

Discussions continue with Union representatives from several Town Unions regarding terms of new contracts and other matters. The specifics of those discussions will be matters for future Executive sessions.

Respectfully submitted,



Mary E. McNally
Town Manager