



TOWN OF EAST LONGMEADOW

Town Manager's Report

February 25, 2020

Good evening:

First order of business, I want to introduce Jesse Belcher-Timme as Town Counsel. Jesse is employed by the firm of Doherty Wallace in Springfield and will be available to provide advice and counsel on a variety of municipal issues. The transfer of existing files and discussion of pending matters will be addressed by and between us in the coming weeks.

Several major issues have concluded since your last meeting. For the most part, however, they deal with contract matters and personnel matters which will have to be the subject of future Executive Sessions due to the nature of the problem.

We have completed the first round of discussions with various Department heads regarding their capital requests for FY 21. I praise the efforts made by these Departments to highlight the particular needs and to offer thorough explanation regarding the respective projects.

Our employee, Mary Race of the IT Department, was selected as a Tyler Community Elite User for 2020 for her dedication to our MUNIS environment and sharing her knowledge with others. These awards are for a group of Community Users who rise to the top in sharing knowledge, asking good questions and creating lasting connections in the Community. There were 13 awards nationwide and Mary is the sole individual honored from the Commonwealth of Massachusetts. I also want to publicly thank Ryan Quimby, our IT Director, for serving as interim Town Manager during my recent absence.

Our monthly Department Heads meeting was held on February 19, 2020. Discussion involved internal protocols which I want implemented and a conversation around some of the methodology to handle pending HR issues. We deviated from the usual routine of having each Department give an update. I informed the Department Heads about the prospect of joining the Westcomm Dispatch District and discussed various potential upgrades to MUNIS software to improve our processes.

The relocation of some of our Town Departments has worked out very well so far. For example, the Clerk's office is back where it was originally, and I believe the public convenience is being served as a result.

Respectfully submitted,

Mary E. McNally
Town Manager