

Town Administrator Report

February 3, 2020

AMBULANCE SERVICES

- Interviews for ambulance services with the FD and Action Ambulance will be scheduled for February 18.

ADA GRANT

- Appointments to the ADA Commission:
 - One additional member still needed

OLD BUSINESS

- Mitchell Associates Architects of Voorheesville, New York was notified of their selection. A meeting to discuss price is scheduled for February 4 at 3:00 p.m.
- Dispatch: East Longmeadow and Monson are in the process of affiliating with Chicopee Control.

NEW BUSINESS

- The Capital Planning Committee was convened on January 28. An agenda for updating the Capital Plan was set.
- Applied for a DLTA grant through the PVPC to assess the feasibility of having a professional Conservation Agent serving the Towns of Hampden, Blandford and East Longmeadow.
- HR Upgrade: The analysis and plan for future improvements was submitted to the BoS on February 3.
- Decision by the Springfield DPW to abandon its contract with the state Materials Recycling Facility on Bernie Avenue will have ripple effects throughout Hampden County and beyond. Costs at the MRF are likely to increase.
- Departments were advised to submit articles for the Annual Report by February 27.
- Recycling of electronics: George Pecia of Hampden Village Cleaning is proposing a special recycling program for electronics. He will recycle electronic items at his business in Indian Orchard and share revenue with the Town.
- Information on Laserfiche in BoS packets: T.A. is recommending a capital expenditure for the FY 2021 budget to begin a program of reducing use and storage of paper documents in favor of digitized files.
- T.A. Search Firms: Have set up interviews for February 18 with Collins Institute and with Community Paradigm Associates (Bernard Lynch)

UPCOMING

February 10 & 18 – Board of Selectmen Meetings

February 4 – Meeting with Mitchell Associates on Fire Station expansion

February 19 – Department heads and staff meeting – 10:00 a.m. in Melville

February 10-12 – T.A. vacation

February 27 – Sexual Harassment training. 10:00 – 1:00 pm in the Town House Auditorium