**Town Administrator Report**

**November 18, 2019**

**AMBULANCE SERVICES**

* Proposed Ambulance Committee with Town officials and citizen volunteers:
  + Cliff Bombard; Fire & Police Chiefs; T.A. plus two citizens.
  + Nancy Zebert, Suzanne Shuttleworth & Loribeth Sterling Elliot, Heather Turcotte and Megan Rogers have volunteered.
* A meeting of an Ambulance Advisory Committee will be convened on November 26 at 2:00 p.m.

**DISPATCH**

* October 28 – The East Longmeadow Council has voted to re-institute negotiations with Hampden towards consolidation of Dispatch operations.

**ADA GRANT**

* October 8 -- A Planning Grant requesting $10,000 was submitted to the Massachusetts Office of Disabilities.
* Volunteers for an ADA Commission:
  + Becky Moriarty, ADA Coordinator
  + Matthew Sterling, 418 Chapin Rd., 413-214-1735 – Commission
  + Rita Vail, 413-566-3530; 413-209-4469 © ritavailskz@charter.net

**STAFF MEETING ON NOVEMBER 5**

* Photos of Department Heads on the Town website? Some are amenable. Selectmen?
* Future staff meetings will be at 10:00 a.m. every other Wednesday.

**OLD BUSINESS**

* Academy Hall: Hearting cost was $2,185 in 2018; Historic Society is offering $100 per month to defray the cost of minimal heating.
* RFQ for the Fire Station issued.
* November 14 – Sel. Flynn and T.A. discussed the Town’s fiber line capacity with Cassidy Maynard of Spectrum. Current line is 25mg. Question is whether a 50mg fiber optic line is necessary.

**TOWN PLAZA SEPTIC**

* November 13 -- Met with Gary Weiner, Atty. Steve Reilly and Lori McCool to discuss the Town Plaza septic issue. Data is being collected for a year to present to DEP. The temporary system is handling 3,000 gallons per day. With the installation of grease traps at all restaurants, flows are down to 3,500-4,000 per day. With a year of data available in January 2020, Mr. Cimmino will petition the DEP to permit a system for 4,000 gallons per day instead of the currently permitted 7,000. Cost of the project is estimated at $350,000.

**AMERESCO**

* November 14 – Meeting with AMERESCO representatives and Sel. Flynn to discuss the proposed ground mounted solar project at the 227 Mill Road. Town Counsel is reviewing the land lease. It is estimated that the project will operational by January 2021.

**NEW BUSINESS**

* October 30 -- Met with the Conservation Commission.
  + The computer operating system was updated.
* Police Officer Todd Ely returns to full time duty on November 13.
* Request from Highway Superintendent to overspend the Traffic Control Account in conjunction with the tree removal program.

**UPCOMING**

November 25 – Board of Selectmen Meeting

November 20 – Department heads and staff meeting – 10:00 a.m. in Melville

November 20 – Mandatory CORI training webinar at 1:00 p.m.

November 26 – Ad Hoc Ambulance Committee meeting at 2:00 p.m.