**Town Administrator Report**

**February 24, 2020**

**AMBULANCE SERVICES**

* Meeting and possible decision on ambulance services at the Selectmen’s meeting on March 2.

**ADA GRANT**

* Appointments to the ADA Commission:
  + One additional member still needed

**OLD BUSINESS**

* Dispatch: East Longmeadow and Monson are in the process of affiliating with WestComm (Chicopee Dispatch). Monson has joined; East Longmeadow has submitted a letter of interest. Should I submit a letter of interest to WestComm?
* At the Department Heads and Staff meeting on February 19, there was a reminder that warrant articles and annual reports are due on February 27.

**NEW BUSINESS**

* Applied for a DLTA grant through the PVPC to assess the feasibility of having a professional Conservation Agent serving the Towns of Hampden and East Longmeadow. The project is recommended for funding by the PVPC.
* HR Upgrade: Are there any Selectmen recommendations to modify the plan?
* 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 Laserfische 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.
* Special Municipal Employees: A comprehensive list of individuals officers and board and committee members is in the packet.
* Paint Academy Hall for the capital list for FY2021?
* Small Bridge Program. Mark Langone may have a project.
* Spoke with Howard Barber: There will be no assessment for Hampden for the middle school roof project.
* Attended the Regional Selectmen and Administrators Conference in Wilbraham on February 20

**UPCOMING**

March 2 – Board of Selectmen Meeting

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

March 2 – Budget Roundtable with Senator Lesser -- TBA