

# **Town Administrator Report**

**December 2, 2019**

## **AMBULANCE SERVICES**

- The Ambulance Advisory Committee met on November 26 to conduct a discussion with Action Ambulance. Attended by Cliff Bombard; Fire & Police Chiefs; T.A.; Nancy Zebert; Suzanne Shuttleworth; Lori Beth Sterling Elliot and Megan Rogers.

## **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.
  - Rita Vail, 141 Woodland Drive
  - Chet Kapinos – 41 Greenleaf Drive
  - Claudia Kapinos – 41 Greenleaf Drive
- Bring in this group for appointment on December 9?

## **OLD BUSINESS**

- Dispatch: Discussion with East Longmeadow interim Town Manager on December 2. E.L. is still interested. It was agreed that cost information should be developed and a meeting scheduled for January.
- Tour and walk through of the Fire Station for RFQ submitters was conducted on December 2. Two companies came for the tour and review of the RFQ.

## **NEW BUSINESS**

- Sel. Flynn has asked if three phones are needed in the copier room. Two phones have been disconnected.
- Board and Committee appointments: Reviewing all board and committee members to prepare re-appointments for those on expired terms.
- Contracts: Recommending that the Selectmen vote a policy to have all contracts deposited with the Town Administrator and the Accountant.

## **UPCOMING**

December 3 – Meeting with Republic Hauling at 9:00 a.m. regarding new contract

December 5 – Five Town Chamber of Commerce Holiday Reception – Twin Hills Country Club

December 8 – Tree Lighting Ceremony – Town Hall at 6:30 p.m.

December 9 & 16 – Board of Selectmen Meetings

December 4 & 18 – Department heads and staff meeting – 10:00 a.m. in Melville

December 10 – Pioneer Valley Planning Commission Shared Services Meeting -- 11:30 a.m.

December 19 – Installation of Chief Farnsworth – 11:15 at Great Horse