



TOWN OF BLANDFORD
SELECTBOARD

Blandford Town Hall
1 Russell Stage Road, Suite 1
Blandford, MA 01008

**TOWN OF BLANDFORD
BOARD OF SELECTMEN MINUTES
MAY 21, 2018**

OPEN SESSION 7:00 p.m.

Cara Letendre, Eric McVey, William Levakis and Joshua Garcia in attendance.
Meeting is recorded.

EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

**MOTION: E. McVey made a motion to approve the Board of Selectmen Minutes of May 14, 2018.
C. Letendre seconded the motion.
All in favor.**

ACTION ITEMS

Appoint Grounds Keeper for Bicentennial Park

As the garden club is dissolving and the Board serves as Trustees of the Bicentennial Trust Fund, the appointment of Grounds Keeper will be tabled indefinitely and should anyone need something it can be purchased out of this fund through the Select Board. Work will be on a volunteer basis, but any supplies will be reimbursed. Dick Gates is planning on volunteering his services.

MIAA Renewal

The Board reviewed the MIAA renewal and noted a price reduction to \$58,759 which is reduced by \$4,682. There are several credits that can be applied and a possible 3% reduction for timely payment which will change these figures to some degree.

**MOTION: C. Letendre made a motion to accept the FY 2019 renewal proposal from MIAA for insurance.
E. McVey seconded the motion.
All in Favor.**

Building Inspector Interview

Ron Laurin discussed his qualification for the Building Inspector position. He presently serves as the Building Inspector for Russell and if hired by Blandford will initially be working under Jonathan Flagg's direction.

On this same subject the following motion was made pertaining to services of Jonathan Flagg.

Building Inspector Fee Schedule

MOTION: C. Letendre made a motion to set the Building Inspector Alternate fee schedule to \$30.00 per inspection and \$25.00 per hour for administrative time.

E. McVey seconded the motion.

All in Favor.

Resuming discussion of Ron Laurin's interest in the position, he was advised a yearly stipend of approximately \$5,400 is paid biweekly via a paycheck which is direct deposit. The position has office hours Mondays from 6:30 – 7:30 p.m. and on-site inspections for building permits.

MOTION: C. Letendre made a motion appoint Ron Laurin to the position of Building Inspector effective immediately.

B. Levakis seconded the motion.

All in Favor.

TOWN ADMINISTRATOR'S UPDATE

Town Administrator Search

Joshua would like to convene the search committee to review the Town Administrator position profile and share their thoughts and with the ultimate objective of getting it posted as expeditiously as possible. It was pointed out there is a job description listed on the Town website which needs to be reviewed and updated. Once he has receives a green light it on the position profile it will be posted at the local level as well as with the Massachusetts Municipal Association. The position profile will be posted on the Town website and referenced in the postings so an all-inclusive description can be reviewed by potential candidates. Joshua will synchronize the position profile with the information that is now on the website once the TA Review Committee has finalized the profile. The proposed timeline to have a Town Administrator in place is anticipated for mid-July and for a smooth transition, the Interim Town Administrator's contract may have to be extended for a short time.

Treasurer/Collector Update

The Interim Town Administrator presented a handout to the Board for the Treasurer/Collector position(s). The first section deals with the scope of the positions and requirements. It is broken down in two sections: 1) the day to day, and 2) the catch up. Both sections are explained in detail with their respective expenses. A time frame of 3 years is estimated at approximately 50 hours a week to have these offices fully functional on the day to day and catch up. A creative approach to the bid is anticipated giving flexibility in allowing the firms to outline their best approach. The bid procedure and breakdown of the functions are in continued discussion and the goal is to have this posted by the middle of next week.

An audit of the books was discussed and it is suggested a focus on an audit of FY 2018 books be done once the books are closed.

Police Chief Update

The Chester Police Chief, the Interim Town Administrator and Select Board member Eric McVey met to share ideas around the Blandford Police Chief resignation to be effective June 29. There are available resources through the Commonwealth to support the feasibility of a regional approach. Options were discussed involving several directions the Town could take. Taken from this meeting, Board discussed the various policing styles in the neighboring towns. During the decision process on how to best proceed, Chief Iinicky of the Chester Police Department and Chief Sarnacki of the Otis Police Department have expressed their willingness to lend support/coverage during the transition process. A good first step is to meet with the staff of our Police Department to share concerns and ideas and they will be invited to the next Select Board meeting on May 29th.

Conservation Commission Appointments

There are two openings in the Conservation Commission with three interested parties. John Piper, Dick Gates and John Letendre have all expressed interest. John Piper and Dick Gates have sent communications to the Board expressing their interest. This is a five member Board that presently has three standing members and two vacancies which the Board is interested in filling. It is stated another vacancy may occur but at present just two need to be filled. The Board discussed the qualifications of John and Dick and it was felt both were solid candidates.

MOTION: C. Letendre made a motion to set appoint John Piper to the Blandford Conservation Commission to complete term of Brian Young ending June 30, 2018.

E. McVey seconded the motion.

All in Favor.

MOTION: C. Letendre made a motion to set appoint Dick Gates to the Blandford Conservation Commission for a 3 year term ending in 2020.

E. McVey seconded the motion.

All in Favor.

Fiscal Year 2019 Accountant Contract – PVPC

Josh is waiting for confirmation from the other communities involved in this collaborative and will draft Blandford's contract which will be with the PVPC. The PVPC will contract with Eric Kinsherf, CPA. Once the dollar amount is set, the information should be communicated to the Finance Committee.

Berkshire Radio vs. Northampton

Berkshire Radio vs. Northampton as pertains to communications will be tabled indefinitely pending further review and research.

Hilltown Ambulance Contract

Josh is waiting to hear from Hilltown Ambulance for a clean copy of the amended contract. The Town is presently covered for services, however is awaiting the changes and when received will execute the contract.

Paperwork for Old Chlorinator Burn

The Board advised Brad Curry is working on the paperwork for this burn. B. Levakis notified the Board there is an expensive gate valve in the building and there is a possibility the valve could be salvaged prior to any action and be put up for sale. The best method to proceed in reference to the burn and the salvaging of the value was discussed. Bill will contact Tighe and Bond relating to the valve. Momentum will continue on the paperwork for the burn but the Board will entertain a change course should it prove the valve has value.

NEW BUSINESS

Mary Kronholm notified the Board lighting replacement for the Library will not be covered under Green Community. The present lighting doesn't meet code and needs renovation. Finance advises this can come out of Capital Expenditures and it is requested Mary get an updated quote and bring it to the Board.

Select Board Meeting Scheduled for May 28

Due to the Holiday the next Select Board Meeting will be held on Tuesday, May 29th at 7:30 p.m.

Board of Health Appointment

Due to the inability of Mark Boomsma to accept the appointment to the Board of Health as he has expressed a conflict of interest, the Board discussed the method to move forward with an appointment and will seek legal advice.

Minutes of Select Board

Board Member Levakis has requested minutes be emailed to Board Members prior to the Board Meeting to allow them time to read them versus holding up the meeting.

Meeting was adjourned at 9:20 p.m.

Submitted by: Karen Shaw
Administrative Assistant to the Board

Cara Letendre, Chairman

Eric McVey, Clerk

William Levakis, Member