



TOWN OF BLANDFORD
Board of Selectmen, Minutes
June 16, 2015

Attendance: Andy Montanaro, Bill Levakis, and Cara Letendre – Secretary

Open Meeting:

7:04 p.m. Bill opened meeting, provided notice that meeting may be recorded.

Posted Agenda Items:

1. Highway Superintendent: Updates (Mr. Curry not present, family commitment)
 - a. Potholes - Mr. Levakis: Mr. Curry reported that they will be filling potholes this week.
 - i. Mr. Montanaro: no patching has been done for the last 2 weeks due to equipment breakdown, weather, & lack of priority and focus.
 1. Sent memo to Mr. Curry on Sunday, June 7 asking that potholes be first on the list and patching be done on Monday, June 8. This did not happen. (See attached) Road sweeping has been done during the last 2 weeks although it is not a priority.
 2. The Finance Committee agreed to allocate more funding to Part-time Labor in the Highway Department for the purpose of patching potholes, funded from the reserve account.
 - a. Mrs. Smith: has that money been used for patching potholes?
 - b. No, part-time employees worked last week and no patching was done.
 - c. Mr. Levakis asked that Cara send an email to Mr. Curry stating that no part-time employees are to be put on the schedule without permission from the Highway Liaison. Mr. Montanaro agreed.
 3. Mr. Levakis: if the Highway Department has equipment repairs to do they need to plan and shift duties to continue working. Possibly doing repairs in evening.
 - b. Highway Garage Project:
 - i. Hauling Debris: The Highway Department has been hauling out the concrete waste, this is supposed to be done by Clayton and Davenport. The Selectboard reviewed the contract and it clearly states that C & D will be removing and disposing of debris. Discussed seeking considerations from the contractor for work done.
 - ii. Change Orders: Mr. Curry spoke with C & D about changes to the job. The Selectboard will be keeping with the contract and not veering off track. Only the Selectboard has the authority to make any changes.
 - c. Comp Time: Mr. Montanaro stopped by the garage on Friday, June 12 and realized that Mr. Curry had taken a vacation day. He had not notified anyone in

advance. The Town policy states that a request be submitted one week in advance. Selectboard will give Mr. Curry a written warning for failure to follow town policy.

- d. Payroll: One of the Highway employees told Mr. Montanaro that he was asked by Mr. Curry to change his time card because "Mr. Montanaro won't like it". He had worked 8 ½ hour shifts all week and had taken lunch breaks. Mr. Montanaro has asked the employee to put this in writing.
- e. Paid for Meetings: Mr. Curry has put in to be paid for the last two Selectboard meetings he attended. It had been decided at the Selectboard meeting on March 9, 2015 that in lieu of a suspension, Mr. Curry would come to 16 Selectboard meetings and would not be compensated. The Selectboard amended the time sheet and put a copy in Mr. Curry's file.
- f. Sperry Road & Shepard Road Bid:
 - i. Mr. Montanaro: last Tuesday, June 9 at 7:00 a.m. spoke with Mr. Curry about putting this bid out. Mr. Curry agreed that he would do so. When the Selectboard had spoken with Mr. Curry about the Russell Stage Road bid, Mr. Curry had stated that he would wait a couple weeks before putting out the Sperry Road and Shepard Road bid as to decrease any confusion between the two. As of June 9 it had been four weeks since the Russell Stage bid had been posted and the second bid had not gone out. Thursday, June 11 Mr. Montanaro spoke with Lisa and she had not received any instructions regarding posting the bid from Mr. Curry. Mr. Montanaro asked that she contact Mr. Curry to get instructions on how to proceed.
 - g. BRD Paperwork: Mr. Levakis came in to sign the BRD paperwork to be sent to FEMA last week as Mr. Curry did not want to sign. Lorraine Eddy (FEMA) stated that she would not review the paperwork yet as everything she had requested was not there. Mr. Levakis will follow-up with Mrs. Eddy and Town Counsel tomorrow.
 - h. Paternity Leave: The Selectboard received a letter from Mr. Boomsma requesting a two week paternity leave in the beginning of July. Mr. Boomsma stated that he may potentially need some additional time.

2. Minutes: Mr. Montanaro motion to approve minutes of June 9, 2015 with amendments to sections Posted 1.g. and Old Business 5, Mr. Levakis second, unanimous vote.

Old Business:

1. Police Pay Rate: clarified that any changes will stay in the parameters of the budget.
 - a. Mr. Montanaro: We need to compile a packet for the Town outlining the range of rates. It should not be up to each department to set their own rates. Has completed a survey of rates in five other towns.
 - b. Mr. Montanaro sent a copy of the payroll schedule he had drafted to Mr. Dolby as requested.
 - c. Revisit next week.
2. Town Administrator: Mr. Montanaro drafted a letter to neighboring towns. (see attached) The purpose being to review other town's Town Administrator hiring process, possibly share an Administrator and/or spread the word that Blandford is looking for someone.
 - a. Mr. Levakis would like to add the Town Administrator job description to the letter.
 - b. Mr. Montanaro motion to accept Town Administrator job description as read, Mr. Levakis second, unanimous vote.
 - c. Mr. Montanaro will revise the letter and the Board can review next week.

3. MOU for PVPC Regional Accountant: Chesterfield has agreed to sign the agreement with Kopleman and Paige. Kopleman can now review the MOU for us to sign.
4. Barn on North Blandford Road:
 - a. Mr. Levakis: feels that since the Board opened the one sealed bid that was received last week and announced the quote it would be unethical to accept any other bids. Mr. Levakis had originally asked for three bids and followed sound practice.
 - b. Mr. Montanaro agreed, we had imposed a deadline and have to honor that.
 - c. Job has to be complete by June 30, 2015.
 - d. Mr. Levakis motion to accept bid from Cooper Excavation and Trucking of \$6,500 to demolish the Barn on North Blandford Road, remove the partially collapsed barn, haul away and dispose of the material, remove the concrete floor and dispose of, and machine grade smooth and spread contractor mix seed, to be completed by June 30, 2015 or the contract is void, Mr. Montanaro second, unanimous vote.
 - e. Cara will get contract signed and a copy of the contractor's insurance.
5. All Boards Meeting: Mrs. Smith- meeting with Finance Committee, Selectboard and Financial Officers next week to make sure that everyone is on the same page. Will get an agenda to Cara to send out and post.
6. Tennis Court Fence Removed: discussion regarding whether or not to have contractor seed the area as stated in contract. As it is, area is perfect to begin concrete work on a rink/pavilion. Mr. Levakis will get quotes.
7. Tree Warden: assessed the trees at Watson Park and will contact his liaison with any concerns/suggestions. Some trees may need to be removed as they are dangerous. The Board would have new trees planted. Mr. Montanaro will follow-up.
8. Mr. Billadeau (Nye Brook Road): is there a schedule for the dirt roads in town to be graded? Boulders are heaving up on Nye Brook Road and the road needs to be crowned. It is only about 1/8 mile of a section of road. Mr. Montanaro: yes, there is a schedule of grading the dirt roads twice per/year but the Highway Department is behind.

New Business:

1. Payroll Sheets: Would like to take the dollar amount off. Mrs. Smith has asked Treasurer to revise. Those on salary need to submit a payroll sheet. Discussed need for salary payroll policy.
2. Printers in Treasurer's Office: Mr. Dolby contacted Akuity last week and they have started a ticket. They are waiting on a response from Mrs. Marra. Mrs. Smith will follow-up with Mrs. Marra.
3. Sign for Treasurer's Door: Mrs. Smith would like to make a sign for the Treasurer's door that states "Processing Payroll Do Not Disturb". Board agreed.
4. Historical Commission: submitted priority list of projects in Watson Park. (see attached)
 - a. Mr. Levakis: need to survey before putting any fences up.
 - b. Mr. Montanaro: will arrange walk with Historical Commission, Tree Warden and Mr. Levakis for further discussion.

9:40 p.m. Mr. Levakis motion to adjourn, Mr. Montanaro second, unanimous vote.

Submitted by: Cara Letendre

William Levakis

Andy Montanaro