



**TOWN OF BLANDFORD
SELECTBOARD**

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

**TOWN OF BLANDFORD
BOARD OF SELECTMEN
MEETING MINUTES
December 3, 2018**

OPEN SESSION 7:00 p.m.

C. Letendre, Chairman; **E. McVey**, Clerk; **W. Levakis**, Member; **J. Garcia**, Interim Town Administrator in attendance.

Meeting called to order at 7:00 pm Meeting is recorded.

MOTION: **C. Letendre** made a motion to approve the Town Warrant as amended for the December 17, 2018 Special Town Meeting.

E. McVey Seconded

All in Favor

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

Examination of the meeting minutes of the Board of Selectmen Meeting December 3, 2018

MOTION: **B. Levakis** made a motion to accept the meeting minutes from the December 3, 2018 Board of Selectmen meeting as amended.

C. Letendre Seconded

All in Favor

2.*AUDIENCE PARTICIPATION:

None

3. ACTION ITEMS:

a. W.B. Mason Invoice Ordering & Processing

J. Martin asked the BOS for their assistance in simplifying the bill paying process for general office supplies.

MOTION: **C. Letendre** made a motion to have the Interim Town Administrator send a letter to all the Town Boards, Departments and Committees in order to reinforce the previous process that was put in place requesting that all general office supply orders go through the Board of Selectmen Administrative Assistant.

E. McVey Seconded

All in Favor

b. Massachusetts DEP STEP Program

The Interim Town Administrator talked about the possibility of joining the STEP program and recommended not to participate at this time.

MOTION: E. McVey made a motion to pass on the STEP Program opportunity.

C. Letendre Seconded

All in Favor

c. Fire Chief, Ed Harvey Resignation

Fire Chief, Ed Harvey presented his resignation to the BOS effective June 30, 2019. There was a discussion about the future of the Fire Department and possibilities for his replacement. Chief Harvey then requested to table his resignation until further notice.

MOTION: B. Levakis made a motion to table the resignation of the Fire Chief in order to do more research.

E. McVey Seconded for Discussion

All in Favor

The Board moved on to a discussion about several current Fire Department projects the Chief is working on:

- Fire Fighter Rule Changes:** There are many new training mandates in the process.
- OSHA:** The new mandate from the Department of Labor Services is that they are starting to follow OSHA rules.
- Cancer Prevention:** There is a heavy push on cancer prevention.
- Policies & Procedures:** There are changes to these procedures; the Town already has many of these guidelines in place.
- National Fire Protection Association Recommendations:** The NFPA has set new recommendation on the life of equipment.
- Breathing Air Packs:** The department needs 12 Air Packs at a cost \$113,000. There was a discussion about budgeting annually for these each year.
- Engine #1:** Repairs should be done soon.
- Brush Truck:** This should be replaced with a surplus truck.
- Rescue 4:** Should be replacing as soon as possible and will be presented at the Special Town Meeting on December 17, 2018.
- Pancake Breakfast:** The Chief talked about what a great success the annual Pancake Breakfast was hosted by the Blandford Fire Association on December 1, 2018.

d. Review Financial Policy: “Investments” and “Overlay”

The Interim Town Administrator will receive the Anti-Fraud and Financial Management review feedback from personnel by December 10 for final review by the BOS. Investments and Overlay policies were discussed and tabled until the December 10, 2018 meeting for further discussion.

e. Resident Deeding Property in Lieu of Taxes – S. Hunter’s Communication

There was a discussion about what questions need to be asked about the legalities of accepting this property going forward. Joshua Garcia will contact the Treasurer and Assessor’s offices for details. Additional information was requested such as abutters, assessed property value, BOH inspection and mortgage information, if any.

f. Cara Letendre: Resignation from the Recreation Committee

C. Letendre presented her letter of resignation as Secretary from the Recreation Committee effective immediately.

MOTION: E. McVey made a motion to accept the resignation of Cara Letendre from the Recreation Committee effective immediately.

B. Levakis Seconded for Discussion

C. Letendre Abstained

Motion Passed

g. Joann Martin Appointment to the Recreation Committee

C. Letendre presented a Letter of Intent from Joann Martin requesting she be considered as a member of the Recreation Committee.

MOTION: C. Letendre made a motion to appoint Joann Martin to the Recreation Committee to finish the term of Cara Letendre.

E. McVey Seconded

All in Favor

h. Chief Ilnick – Proposal to Sell Town Police Vehicles

The Chief of Police informed the members of the Board of Selectmen during previous individual discussions of a company that is interested in purchasing the Town's current police vehicles.

MOTION: C. Letendre made a motion to give Chief Ilnick the authority to sell both Crown Vic police vehicles.

E. McVey Seconded

All in Favor

4. UNFINISHED BUSINESS FROM PRIOR MEETINGS:

a. Novus Insight, Inc. Contract Proposal

This contract will take the place of our previous contract with Akuity for FY20. There was a discussion about the cost savings and maintaining control of this 1-year contract. More details of this contract will be discussed with the Finance Committee.

5. NEW BUSINESS:

a. Maple Lane Plowing Request Letter

The BOS received a letter requesting that Maple Lane, a private road, be plowed by the Town.

MOTION: C. Letendre made a motion to direct the Highway Department to plow Maple Lane for the winter of 2018/2019 with the stipulation that no cars be parked on the road during storms.

E. McVey Seconded

All in Favor

6. OTHER BUSINESS, IF ANY:

None

Meeting Adjourned at 8:14 pm

7. **EXECUTIVE SESSION: Pursuant to MGL C30A, S21. To discuss strategy with respect to collective bargaining.

None

*NOTE: Audience participation / public comment is welcome only when acknowledged by the Chair and limited to two minutes. Participation / public comment is only limited to Blandford residents and can only comment on agenda items only

**NOTE: Agenda may include items not reasonably expected 48 hours before the meeting. At any point this meeting may go into executive section if Selectboard finds it warranted.

Submitted by: Joann Martin
Administrative Assistant to the Board

Cara Letendre, Chairman

Eric McVey, Clerk

William Levakis, Member