



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 10, 2018**

OPEN SESSION 7:01 p.m.

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

Meeting called to order at 7:01 pm Meeting is recorded.

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

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

MOTION: C. Letendre made a motion to accept the December 3, 2018 meeting minutes as written.

E. McVey Seconded

All in Favor

2.*AUDIENCE PARTICIPATION:

None

3. ACTION ITEMS

a. Blandford Fair; Bruce Wyman: Snowmobile Race on Fairgrounds February 23, 2018

The Blandford Fair President spoke to the Selectboard about hosting a snowmobile race at the Fairgrounds on February 23, 2018. Bruce Wyman filled out an event form. This form is used when expecting 100 people or more. He believes there will not be that many people especially not more than 100. It was shared by Cara that if not expecting more than 100, completing the event form will be unnecessary. The Fire Chief has been informed. Mr. Wyman will obtain the services of an EMT and a State Trooper for the event.

b. Greg Day, Ballard Mack Sales; Review Extended Warranty

B. Curry joined Greg from Ballard Mack Sales to review a potential extended warranty on the new Mack truck. Mr. Ballard left a copy of the warranty for the Board to review. There was a discussion about which warranty would work best for the Town. The extended warranty will be reviewed and a decision will be made in a Board of Selectmen meeting in March, 2019.

MOTION: C. Letendre made a motion to move to item 3d, Highway Superintendent Resignation Letter.

**E. McVey Seconded
All in Favor**

c. Approve Anti-Fraud and Financial Management Team Policies

The Board reviewed the changes made to the Anti-Fraud and Financial Management Team Policies. Josh Garcia received input from the Town Clerk, Town Moderator, a Selectman, and Town Treasurer/Tax Collector. All suggested constructive amendments for BOS review.

MOTION: C. Letendre made a motion to approve and implement policies #1; Anti-Fraud and #2; Financial Management.

**E. McVey Seconded for discussion
All in Favor**

AMENDED MOTION: E. McVey made a motion to move Chapter #1 and Chapter #2 from draft status to final status.

**C. Letendre Seconded
All in Favor**

MOTION: C. Letendre made a motion to move the first motion as amended.

**E. McVey Seconded
All in Favor**

J. Garcia will have the final draft to be signed at the January 7, 2019 Board of Selectmen meeting. B. Levakis recommended all BOS members initial each page of all final drafts.

d. Highway Superintendent, Brad Curry, Resignation Letter

MOTION: C. Letendre made a motion to accept Brad Curry's resignation letter as of December 18, 2018.

**E. McVey Seconded
All in Favor**

The Board discussed possibilities replacing Mr. Curry going forward. Brad will be happy to help with the transition. Josh Garcia will post the position immediately. The Board will meet December 28, 2018 at 6:00 pm to review potential applications.

MOTION: C. Letendre made a motion to move to 5c, Tax Classification Hearing.

**E. McVey Seconded
All in Favor**

e. Request for Town of Blandford to plow Beagle Club Road for 2018/2019

MOTION: E. McVey made a motion to approve the request letter from Frank Lucia, Beagle Club Road resident to plow and sand Beagle Club Road for the 2018/2019 snow season.

C. Letendre Seconded

All in Favor

4. UNFINISHED BUSINESS FROM PRIOR MEETINGS

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

The Board reviewed the policies distributed by J. Garcia. They will be distributed to all departments for review and recommendations and reviewed at the January 7, 2019 BOS meeting.

b. Time Clocks – B. Levakis

MOTION: B. Levakis made a motion to table Time Clocks until further notice to be advised by Mr. Levakis.

C. Letendre Seconded

All in Favor

c. Novus IT Service Agreements for FY19 and FY20

J. Garcia discussed the new 2-part contract agreement with Novus for FY 19 and FY 20 noting the changes to the cost expected for FY20 to be \$16,200 – a lower cost than previous year/s.

MOTION: C. Letendre made a motion to accept the Novus IT Service Agreement for FY19 and FY20.

E. McVey Seconded for Discussion

All in Favor

AMENDED MOTION: E. McVey made a motion to approve the FY19 and FY 20 Agreement but to take no direct action on the FY19 portion of the agreement until March 30, 2019 or later for execution.

C. Letendre Seconded

All in Favor

MOTION: C. Letendre made a motion to move the initial movement as amended.

E. McVey Seconded

All in Favor

d. Resident Deeding Property in Lieu of Taxes

J. Garcia reported to the board that the departments involved are still working on collecting information on this.

MOTION: C. Letendre made a motion to table Resident Deeding Property in Lieu of Taxes.

B. Levakis Seconded

All in Favor

e. School Committee Meeting – C. Letendre

C. Letendre reported on the latest School Committee Meeting. She reported on a discussion about the move to reach out to try to keep students in the Gateway schools and the fact that the School Committee will be conducting a survey to see why students are leaving. Cara touched on the addition of an early childhood development program with the new free, full-day pre-school. There was a discussion about the

new assessment the 6 towns passed and the potential problems involved.

5. NEW BUSINESS:

a. Draft RFQ for Design Services to Build New Highway Building and Rehabilitate Existing Highway Building

J. Garcia shared the draft RFQ which includes procuring designer services for building new highway building and rehabilitating existing highway building for later use of Fire Department. An alternative idea J. Garcia is working on includes calling in the previous designer consultant who drafted the plans for a multi-use public safety complex and having him modify the draft to reflect solely Highway use. Then after, procure for designer services to rehabilitate existing highway building as a separate project. J. Garcia said he'll keep the BOS informed as project progresses.

b. Appoint a Temporary Highway Superintendent

MOTION: E. McVey made a motion to table the appointment of a temporary highway superintendent.

**C. Letendre Seconded
All in Favor**

c. Tax Classification Hearing – Assessors' Office

The Assessor's Office presented the tax classification rate of 17.57/M for FY19/20. There has been no tax rate increase overall, depending the valuation of individual properties.

MOTION: E. McVey made a motion to accept the tax rate of 17.57/M for FY 19/20.

**C. Letendre Seconded
All in Favor**

d. Constable – L. Boucher Resignation Letter

B. Levakis requested we maintain policy of sending a letter to constables leaving this position requesting they forfeit their badge. Ms. Boucher turned her badge in with her resignation letter.

MOTION: C. Letendre made a motion to accept the resignation letter of Laurie Boucher as Constable effective immediately.

**E. McVey Seconded
All in Favor**

6. OTHER BUSINESS, IF ANY:

None

Meeting Adjourned at 9:10 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 session if Selectboard finds it warranted.

Submitted by: Joann Martin
Administrative Assistant to the Board

Cara Letendre, Chairman

Eric McVey, Clerk

William Levakis, Member