



TOWN OF BLANDFORD
Board of Selectmen, Minutes
October 14, 2014

Attendance: Andy Montanaro, William Levakis, Adam Dolby and Cara Letendre – Secretary

Open Meeting:

7:00 p.m. Mr. Levakis formally called meeting to order, provided notice that meeting may be recorded.

Posted Agenda Items:

1. Minutes: Mr. Montanaro motion to approve meeting minutes from October 7, 2014 as amended, Mr. Levakis second, unanimous vote.
2. Review Warrants: Board reviewed and signed warrants.
3. Building Planning Report: Board reviewed preliminary report from EDA. Concrete columns and piers have to be replaced before winter. Have to send out bid ASAP. Need engineering plans prior to sending out for bid from contractors. Mr. Levakis will follow-up with Mr. Jemilio.

Old Business

1. Mutual Aid Agreement: Discussion regarding agreement signed and approved by the Board last week. Mr. Levakis will follow up with Town Counsel on Monday. Suggestion to check policy on books from 1974 for contradictions.
2. John Hoppe: Purchasing Oil. Treasurer stated that funds are available. Board agreed that Mr. Hoppe could purchase 7,500 gallons at \$2.73 per/gal from Sunset oil as it was the lowest bid. Will fill tank at Town Hall and top off other municipal buildings.
NOTE: Board agreed to allow Mr. Hoppe to have furnaces serviced
NOTE: Board agreed to allow Mr. Hoppe to have AC fixed in the IT room

7:30 p.m. Mr. Levakis motion to go into executive session for a briefing on the ongoing investigation to reconvene following. Cara called a roll call vote, Mr. Levakis – yes, Mr. Dolby – yes, Mr. Montanaro – yes, unanimous vote.

8:20 p.m. Mr. Levakis motion to reconvene, Mr. Dolby second, unanimous vote.

3. Nye Brook Road: Mr. Cousineau spoke with Mass DOT, can post our own speed limit. Mr. Dolby will ask police to do a speed study.
4. Highway Outline: Not received. Mr. Dolby will follow-up.
5. BOS Policies and Procedures: revisit after review Selectboard handbook from MMA.
6. Personnel Policy from Mr. Levakis: Board will review and revisit
7. Police Department report from Mr. Dolby as Liaison:

- Letters from Board to Police Officers to remit overpayment in payroll error: Mr. Dolby recommended that the Officers return the forms signed, with an indication of their decision, which they did. All of the officers decided not to remit the overpayment.
 - Detail Rates: Rate originally set at time and half as incentive because detail is done on voluntary basis. Concern with having two detail rates. Issue of semantics. Suggestion to have detail rate separate from town traffic control, which is a normal duty of a police officer and paid at regular rate. This would allow officers to earn detail rate when working outside of town jobs. We will have to establish a detail rate for this purpose, which will be fully reimbursed by company hiring officers.
Chapter 90 \$ is state funds – prevailing wage only applies to items in the bid, we specifically exclude detail from the bid.
Misunderstanding between Highway Department and Police Department as to who pays for traffic control. Police – always bill someone for detail work, whether it is town or outside company. Highway: Funding comes from Police line items. Suggestion to establish line item for Traffic Control next FY. Mr. Dolby asked Chief Hennessey to breakdown traffic control costs for last year. Will ask Accountant to provide Chief Hennessey with detail of detail general ledger to balance monthly. Question about fees collected, should be accounted for in general ledger.
 - Police Chief Salary vs Hourly: Part of reason Chief was on salary was to keep town eligible for full-time police force grants.
 - Administrative Assistant: Position was posted and advertised.
 - Pay Increases: According to Police Department, increases were in place as of 18 months ago. Mr. Dolby will follow-up with Treasurer.
 - Schedule of Officers on Duty: Chief Hennessey will provide to BOS, but not for public knowledge.
 - P.R.: asked that Police Department do a better job with P.R., make public aware of what they are accomplishing and when, and participate more in public events.
- NOTE: Mr. Dolby asked that while the Board is trying to implement changes, it is incumbent that the Police Department has any changes signed and in writing. No verbal approvals. It is not the Boards intention to micro-manage, trust the managers of departments to allocate funds and hours.

New Business

1. Tree Work Chester Road: Mr. Cousineau gave Mr. Levakis as liaison to Tree Warden list of trees to be cleaned up on Chester Road.
2. Mr. Van Werkhoven: Liaison to Financial Officers.
 - All three financial officers are realizing that SoftRight is not integrated as it should be. Board agreed to allow Mr. Van Werkhoven to schedule training from SoftRight representative to correct. Estimate cost at \$1,000.00. Mr. Dolby had emailed SoftRight last week, will follow-up.
 - External Audity: not at that stage yet, should be in better shape once books close. All three people in financial positions have not been through audit yet. Suggestion to bring in a Municipal Accountant to review process and advise. Mr. VanWerkhoven is getting a quote, estimate at \$1,000.00. Board agreed.
3. GTAC: Update coming from Michelle Crane, School Committee Chair at All Boards Meeting October 15, 2014. Mr. Montanaro will be meeting with Russell Representatives to set-up a meeting with Smitty Pignatelli with concerns about the way DESE is evaluating and assessing the withdrawal of Worthington from the Gateway School

District. There will be a legislative forum in Huntington on October 27, all reps will be present.

4. MMA Annual Meeting: in two weeks, Mr. Montanaro will be attending
5. COA: Sand & Salt project beginning for elderly (volunteers to load buckets and distribute. Mr. Dolby will follow-up with Highway.
6. New Email System: Several town employees requesting new email system. Mr. Dolby will check with Akuity, Cara will check with Access Plus.

Future Consideration

10:05 p.m. Mr. Dolby motion to adjourn, Mr. Montanaro second, unanimous vote.

Submitted by: Cara Letendre

William Levakis

Andy Montanaro

Adam Dolby