



TOWN OF BLANDFORD
SELECTBOARD

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

**TOWN OF BLANDFORD
BOARD OF SELECTMEN
MEETING MINUTES
January 28, 2019**

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 Meeting is recorded.

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

a. Examination of meeting minutes of Board of Selectmen meeting of January 14, 2019

MOTION: C. Letendre made a motion to accept the Board of Selectmen meeting minutes of January 14, 2019 as written.

E. McVey Seconded

All in Favor

b. Examination of meeting minutes of Executive Session Meeting Minutes of January 22, 2019

MOTION: C. Letendre made a motion to accept the Board of Selectmen Executive Session Meeting Minutes of January 14, 2019 as written.

E. McVey Seconded

All in Favor

2.*AUDIENCE PARTICIPATION

None

3. ACTION ITEMS

a. Executive Recognition of the Blandford Fire & Rescue Team

The Board of Selectmen presented a proclamation to members of the Blandford Fire and Rescue team at the start of their Board of Selectmen meeting. The Board Chair, Cara Letendre, read off the proclamation reminding members of the Blandford Fire and Rescue Department of the Town's appreciation for their brave and courageous sacrifice to protect the life and property of citizens. The proclamation presentation came after an incident that took place on January 20, 2019 when Town firefighters responded to a chimney fire at 77 Main Street. The call came in shortly before midnight in which the Blandford Fire and Rescue team responded during below sub-zero temperatures and were able to safely extinguish the fire and save the property with no injuries reported. During the presentation, Letendre commended Fire Chief

Ed Harvey, Deputy Fire Chief Tom Ackley, Chief's Aide Pat Lombardo, Fire Fighter Derek Daudelin, Fire Fighter John Carrington, Fire Fighter Sam Epstein, and Fire Fighter Matt Perry for their brave and courageous sacrifice that day and every day. Cara urged all citizens to render all due support to honor the Blandford Fire and Rescue Team for their ongoing commitment to protect the life and property of residents at the Town of Blandford.

Fire Chief Ed Harvey stated, "I am very proud of our crew who, with good teamwork, was able to minimize damage while being able to address the fire conditions." Chief Harvey also extended his gratitude to the Fire Departments at the neighboring Towns of Otis, Monterey, Russell, and Hinsdale for mutual aid support during the January 20th fire. "Thank you to our mutual aid partners who responded that night and helped with rescue and fire suppression."

The full proclamation read as follows:

"Whereas, on January 20, 2019 before midnight, Blandford Fire and Rescue were called to a home located at 77 Main Street; and

Whereas, the Blandford Fire and Rescue Team responded during below sub-zero temperatures and deployed a hose line to the door; and

Whereas, the Blandford Fire and Rescue Team entered the home to find a heavy smoke condition in the dining room coming from the brick wall behind the wood stove; and

Whereas, the conditions forced crews to take the wall down where the fire was found and extinguished with two 5-gallon water extinguishers to minimize water damage; and

Whereas, the owner/s of the property were able to reoccupy their home; and

Whereas, on behalf of the Town of Blandford, we express our sincere appreciation to the Blandford Fire and Rescue Team for their brave and courageous sacrifice on January 20th, and

Now, therefore, we, the Board of Selectmen for the Town of Blandford, do hereby recognize and commend the Blandford Fire and Rescue Team for their ultimate sacrifice on that day and every day, and urge all citizens to render all due support to honor the Blandford Fire & Rescue Team for their ongoing commitment to protect the life and property of residents at the Town of Blandford.

4. UNFINISHED BUSINESS FROM PRIOR MEETINGS

MOTION: C. Letendre made a motion to move to b. Occupational Health Options

E. McVey Seconded

All in Favor

a. All-Department Expense Budget Review

The Board of Selectmen did their weekly review of budget spending and made recommendation to the department involved.

b. Occupational Health Options – J. Garcia

J. Garcia spoke about employee health check-ups and possible locations and costs for the Highway, Police and Fire Departments for new employment physicals and in case of injury. The BOS recommended that the Town look for a local agency for the convenience of our employees. Chief Harvey noted that it is very important that we keep tabs on the health of our fire fighters.

c. Highway Department Update – E. McVey

J. Grybosh presented a written update of the Highway Department for E. McVey. Eric mentioned gave his summary as Highway Interim Supervisor:

- A safety inspector from DLS will be visiting to do a walk-through of the Highway Garage.
- The new Mack Truck and F350 do not have radios as yet and this will be corrected immediately.
- The Chipper tire is low but we have more tires in stock.
- South Street residents called about the run-off when it rains. Highway is taking photos and working on this situation.
- There are some concerns about plowing. Island Acres Road is marked as a private lane so the town can't plow unless the residents request this. Highway will reach out to the resident.
- B. Levakis reminded the Highway Department of the importance of paying attention to the daily maintenance log so these new vehicles are taking care of in a timely fashion.
- E. McVey reported to the BOS that the state announced a \$750,000 culvert grant that is due February 27, 2019.
- The Bridge grant is in process. Collins Engineering is looking at the Nye Brook Bridge to start the grant process.
- The 3 roads that really need to be done are Birch Hill, South Street and North Blandford Road.
- The Ford Explorer and the Freightliner will be listed for sale.
- The old Mack truck has some work to do on stripping this vehicle down before we can sell it for scrap because the frame is cracked.

d. Card Reader at Highway for use of Fuel – B. Levakis

B. Levakis recommended to the Board that the Highway Department purchase a pin or key reader system he researched that is unique to the user. J. Grybosh noted that there have been a lot of problems with the key reader as the magnetic strips tend to wear out. The unit that Highway is looking at actually has a pin code and a key reader. The previous Highway Superintendent has been working on this for quite some time. J. Grybosh noted that the reader the Town of Blandford is looking at is the one most used by other municipalities. The Town Administrator recommended we budget for this item in the 2019/2020 budget.

e. Use of Time clocks – B. Levakis

B. Levakis presented information about facial recognition time clocks which he recommends for the Town of Blandford. The cost is \$2,600; 1 for Town Hall, 1 for Highway and 1 for the Water Department. Bill believes this will maintain accountability and transparency. This system can then be programmed to send the weekly time directly to the payroll software. E. McVey cautioned that there still has to be supervisory control with this system so we need to put some thought into creating policy for this process before we proceed.

MOTION: E. McVey made a motion to move to item g. MARS Update.

C. Letendre Seconded

All in Favor

f. IT Assessment Recommendations – J. Garcia

Joshua presented documentation regarding the IT Assessment from PVPC and Novus IT which include recommendations for systems/hardware upgrades at Town Hall totaling \$25,260 that will be covered by a grant. These include:

- Office 365 Deployment - exchange and email
- Deploy onsite and remote backup

- Additional cable runs, switching, wireless access points
- Deploy workstation and laptop
- Deploy remote access to files and applications using office 365 storage

g. MARS Update – C. Letendre

C. Letendre attended the recent MARS meeting on January 24, 2019 with the Hilltown Collaborative, MARS representatives, School Committee members, Selectboard members and some finance people. Cara presented an overall summary of the meeting to the Board.

h. Joint Budget School Committee Update – J. Garcia

This meeting was cancelled because of early release.

i. Tax Exemptions for Seniors

Joshua Garcia reminded the Board that on May 9, 1988 an exemption amount for seniors of \$500 was voted on by the Town. The new amount is \$800 that the Town has not voted on as yet. E. McVey recommended we present this at all-town meeting in May, 2019 for a town vote.

5. NEW BUSINESS:

None

6. OTHER BUSINESS, IF ANY

None

7. METING ADJOURNED

Meeting adjourned at 9:02 pm

*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