



TOWN OF BLANDFORD
SELECTBOARD

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

**TOWN OF BLANDFORD
BOARD OF SELECTMEN
MEETING
June 10, 2019**

OPEN SESSION 7:00 pm Meeting is recorded Meeting held at Town Hall

C. Letendre, Chairman; **E. McVey**, Clerk; **T. Ackley**, Member; **J. Garcia**, Town Administrator in attendance.

Meeting called to order at 7:01 pm Meeting is recorded Held at Blandford Town Hall

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

None

2. *AUDIENCE PARTICIPATION / PUBLIC COMMENT:

None

MOTION: **C. Letendre** made a motion to move to **Other Business 6a. Proposal from Historical Society and Commission for Building Upgrade**

E. McVey Seconded

All in Favor

3. ACTION ITEMS:

a. Review/Approve Contract with Mass Munifin for Treasurer/Collector Services

The BOS reviewed the proposal for Mass Munifin. Garcia explained that he put this contract out to bid. Mass Munifin was the only company that responded. The scope is pretty much building off the foundation established so far for our Treasurer services. C. Letendre commented on the increases in the rate and inquired about past increases. E. McVey is comfortable with this going forward noting that the Treasurer has returned her salary to the Town two-fold. Garcia noted that the fee paid to Mass Munifin is not specifically for our Treasurer but other expenses and employees they pay to ensure the Town needs are met. Cara noted that the working in the contract is that we can revisit this again next year subject to approval at town meeting. The contract will be presented to the Board at the June 17, 2019 meeting.

MOTION: **C. Letendre** made a motion to table **Action Item a. Review/approve Contract with Mass Munifin until June 17, 2019 meeting.**

T. Ackley Seconded

All in Favor

b. Review/Approve Payroll Rates for FY20

The Town Administrator presented the proposed payroll rate schedule for Fiscal Year 2019/2020. The Board of Selectmen and the Town Administrator had a lengthy conversation about FY20 pay increases and stipend increases going forward.

Note: Thomas Ackley, Member of the Board of Selectmen did not participate in the discussion regarding current and future pay details for the Fire Chief.

MOTION: E. McVey made a motion to pay the current Chairman \$2,500 per year (C. Letendre); the current Clerk \$2,000 per year (E. McVey) and the current Member (T. Ackley) \$2,000 per year.

T. Ackley Seconded

All in Favor

MOTION: C. Letendre made a motion to table Payroll Rates for FY20 until the BOS meeting of June 17, 2019.

E. McVey Seconded

All in Favor

c. Review/Approve bid proposal/s for Animal Control/All Purpose Vehicle

C. Letendre mentioned that we are down to 2 proposals for an Animal Control/all-purpose vehicle which will be used by ACO and for general use by Blandford Town employees to sign-out when in need. The Board discussed the quotes and decided on the next lowest qualified bid.

MOTION: T. Ackley made a motion to purchase the 2019 Dodge Ram 1500 for \$25,465 from Central Dodge out of Capital Expense.

C. Letendre Seconded

All in Favor

d. Review/Approve Year-End Transfers

The Town Administrator presented a list of year-end line item transfers that are necessary.

MOTION: C. Letendre made a motion to approve the year-end line item transfers as presented by the Town Administrator on June 10, 2019.

T. Ackley Seconded

All in Favor

e. COA Bulk Mailing Solution

There was a discussion concerning the best way to use bulk mailing services from the post office in a way that does not require volunteers to use personal credit cards and seek later reimbursements. Garcia said he has talked with the Treasurer/Collector about possibly acquiring a town credit card specifically for costs that require up-front payment and later reimbursements such as the issue of bulk mailing and stamps. The Treasurer/Collector is looking into and will get back to the Board. Letendre agreed it was a good idea as long as we have a well-defined policy for use of the credit card.

4. UNFINISHED BUSINESS FROM PRIOR MEETINGS:

a. Review proposal from King Information Systems Record Keeping project (on going)

Josh Garcia concluded that he and Mary Kronholm did a lot of research on this subject and there is not another company that does what King Information Systems does. The BOS and the Town Administrator did a final review of the project information.

MOTION: C. Letendre made a motion to approve the quote with King Information Systems, Inc. dated April 19, 2019 for \$1,650.

E. McVey Seconded

All in Favor

b. Review draft RFQ for Water Remediation in Town Hall Basement (on going)

Eric McVey spoke to a vendor who suggested to skim-epoxy the floor stating that if this is done there will be no need for a second sump pump as the water will no longer pool in the low areas of the basement. Eric suggested we skim the floor first then if we find that the water is not reaching the existing sump pump, we can install a second one at that time.

Tom Ackley talked about the dehumidifier problem in the basement and will work with the Town Hall custodian to purchase a second unit.

c. Installation of Foyer Carpet in Porter Memorial Library

Mary Kronholm, Library Trustee, talked to the Board about the completion of the carpet installation at the Porter Memorial Library. Mary requested an additional \$680 to install industrial-quality carpet in the foyer so this area will take the most wear-and-tear.

MOTION: E. McVey made a motion to approve expenditures no greater than \$700 to re-carpet the foyer in the Porter Memorial Library before the end of the fiscal year.

T. Ackley Seconded

All in Favor

5. NEW BUSINESS:

a. Municipal Vulnerability Preparedness grant awarded from the MA Executive Office of Energy & Environmental Affairs

Joshua Garcia explained that the MVP Grant is technical assistance to coordinate a process between Fire, Highway, Conservation, Planning and the Town Administrator that will help define priorities and put in a plan for navigating climate change. Having available a comprehensive plan will prioritize the town for other competitive grant resources that support what we define as top need for the town. The \$20,000 grant will pay for the technical assistance to put this plan together. Garcia hopes the contract with the Commonwealth will be ready this week and will be presented at the next Selectboard meeting.

b. Blandford Country Club request for Liquor License

-Garcia reported that there will be an alcohol license hearing at the June 24, 2019 BOS meeting for the Blandford Country Club. All legal notices have been posted.

-Also at the June 24 meeting, Kaestle Boos Architects will give their presentation on the Highway Garage plans.

-A template of the Wired West refund letter will be posted on the Blandford Town Website.

6. OTHER BUSINESS, IF ANY:

a. Proposal from Historical Commission and the Historical Society for Building Upgrade

Chips Norcross from the Historical Commission joined the BOS to talk about applying for grants to remodel the interior of the Historical Society building which is an unsafe place for visitors to enjoy in its present condition. He noted that it is only used for storage at this time. He spoke of eventually creating a museum and the hopes that an addition can be added to the building. Norcross updated the BOS on his work with Jeffrey Scott Penn, Architect who is currently working on Phase I and Phase II of the Watson Park Barn. The initial funding will come from Watson Park Trust. E. McVey cautioned the Board to be sure we are controlling the expenditures of the Watson Park Trust. Garcia will look into this.

MOTION: C. Letendre made a motion to approve the architectural proposal dated April 11, 2019 from Jeffrey Scott Penn, Architect for a total of \$3,200 covering Phase I and Phase II of improvement to Watson Barn.

MOTION AMENDMENT: C. Letendre made a motion to amend the previous motion to say ‘not to exceed \$3,200 from Jeffrey Scott Penn, Architect covering Phase I and Phase II of the improvement to Watson Barn’.

**T. Ackley Seconded
All in Favor**

7. MEETING ADJOURNED:

Meeting adjourned at 8:47 pm

8EXECUTIVE SESSION:**

None

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

**NOTE: Agenda may include items not reasonably expected 48 hours before the meeting. At any point, this meeting may go into executive section if the Board of Selectmen find it warranted.

Submitted by: Joann Martin
Administrative Assistant to the Board of Selectmen

Cara Letendre, Chairman

Eric McVey, Clerk

Thomas Akley, Member