



TOWN OF BLANDFORD
SELECTBOARD

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

**TOWN OF BLANDFORD
BOARD OF SELECTMEN
MEETING
June 24, 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 7:00 pm Meeting is recorded Held at Blandford Town Hall

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

Examination of the meeting minutes of Board of Selectmen Meeting of June 17, 2019

MOTION: **E. McVey** made a motion to accept the meeting minutes of June 17, 2019 as written.

T. Ackley Seconded

All in Favor

2. *AUDIENCE PARTICIPATION / PUBLIC COMMENT:

None

3. ACTION ITEMS:

a. Review and Approve FY20 Pay Rates

The Board discussed the changes to the pay rates for FY20. The Town Administrator noted that the Treasurer/Collector is working toward establishing a better tracking system for when pay rates change for better oversight and accountability and to eliminate any potential for error. An example is the issue with the pay rates of the Watson Park employees. There was a disagreement with what the pay rates were for the Watson Park employees and the date in which changes took place, if any. Garcia mentioned that he is investigating the minutes of previous Selectmen meetings to locate the change and what the agreed upon dollar amount was.

MOTION: **C. Letendre** made a motion to approve the FY20 pay rate changes with the exception of the Watson park employees until the completion of further investigation.

T. Ackley Seconded

All in Favor

b. Review and Approve Year-End Line Item Transfer Requests

MOTION: Eric McVey made a motion to approve the line item transfer requests for year-end vendor payments.

T. Ackley Seconded

C. Letendre Abstained

All in Favor

MOTION: C. Letendre made a motion to accept the line item transfer to reimburse E. McVey for postage.

T. Ackley Seconded

E. McVey Abstained

Motion Passes

c. Re-Appoint David B. Hopson to the Agricultural Commission for a 3-Year Term beginning July 1, 2019 to June 30, 2022

d. Re-Appoint Theodore (TJ) Cousineau as Alternate Commissioner of the Pioneer Valley Planning Commission for a 1-Year Term beginning July 1, 2019 to June 30, 2020.

e. Re-Appoint Daniel Ilnick as the Interim Police chief of the Blandford Police Department for a 1-Year term beginning July 1, 2019 to June 30, 2020.

f. Re-Appoint Aaron Poteat as the Plumbing and Gas Inspector for a 1-Year Term beginning July 1, 2019 to June 30, 2020

g. Re-Appoint Katy Milford to the Historical Commission for a 3-Year term beginning July 1, 2019 and ending June 30, 2022

h. Re-Appoint Linda Barnard to the Historical Commission for a 3-Year term beginning July 1, 2019 and ending June 30, 2022

i. Re-Appoint Colleen Doyle to the Conservation Commission for a 3-Year term beginning July 1, 2019 and ending June 30, 2022

j. Re-Appoint Mary Mangini to the Council on Aging for a 3-Year term beginning July 1, 2019 and ending June 30, 2022

MOTION: C. Letendre made a motion to accept the appointments of Action Item 3c, 3d, 3e, 3f, 3g, 3h, 3i and 3j as follows:

3c. David Hopson, Agricultural Commission July 1, 2019 to June 30, 2022

3d. Theodore Cousineau as Alternate Commissioner of PVPC July 1, 2019 to June 30, 2020

3e. Daniel Ilnick as Interim Police Chief July 1, 2019 to June 30, 2020

3f. Aaron Poteat as Plumbing and Gas Inspector July 1, 2019 to June 30, 2020

3g. Katy Milford to Historical Commission July 1, 2019 to June 30, 2022

3h. Linda Barnard to the Historical Commission July 1, 2019 to June 30, 2022

3i. Colleen Doyle to Conservation Commission July 1, 2019 to June 30, 2022

3j. Mary Mangini to Council on Aging July 1, 2019 to June 30, 2022

E. McVey Seconded for discussion

All in Favor

MOTION: E. McVey made a motion to remove ‘interim’ from Police Chief Ilnick’s title.

C. Letendre Seconded

All in Favor

4. UNFINISHED BUSINESS FROM PRIOR MEETINGS:

a. Kaestle Boos Associates; Design for New Highway Building

Michael McKeon from Kaestle Boos and Jeff Alberti from Weston & Sampson joined the Board of Selectmen to review the design for the proposed new highway building. Mr. McKeon asked Mr. Alberti to review the plan and to give us some cost information as this type of building is his specialty. Mr. McKeon reviewed the changes made to reduce the size of the original design to be more useful to the town and give the Highway Department more flexibility. Mr. McKeon presented the new proposed site plan. Rene Senecal was present to review the proposed plans as well. He made comments and recommended changes to the size, proposed a reduction of some rooms, and recommended making a space for training. Mr. Alberti addressed the pros and cons of the recommended changes. The Selectboard addressed some questions and concerns from residents in attendance. Garcia emphasized that this is still the beginning of a long on-going discussion about how to best manage the needs of the Fire Department and the Highway Department. The departments are exceeding capacity and it's our responsibility to investigate how to effectively and efficiently keep up with changes so that the departments can continue providing the quality services the tax payers deserve. Garcia expressed to the audience that he is committed to transparency thus the reason why this meeting is happening in public session. He mentioned that this idea is in its infancy stages and once settled in a final design, he anticipates that a public meeting will take place to discuss in its full scale with residents prior to committing to move forward with implementing.

MOTION: T. Ackley made a motion to table this discussion until we gather more information about the site that was chosen for this building in order to do more research based on this additional information and zoning requirements. The intention will be to revisit this at an August 2019 BOS meeting.

C. Letendre Seconded mentioning it is not necessary to table this discussion as it will still be open for review.

T. Ackley Withdrew his Motion

All in Favor

b. Review Price Quotes for Industrial Dehumidifier for Town Hall Basement

The Selectboard reviewed 3 quotes for industrial dehumidifier for the basement.

MOTION: T. Ackley made a motion to purchase the 'Restoration Portable Dehumidifier' and purchase with capital funds for \$1,622.00.

C. Letendre Seconded

All in Favor

c. Update on Ongoing Highway Capital Equipment Needs – R. Senecal

Rene Senecal, Highway Superintendent, joined the BOS to discuss his capital equipment projects in progress. He stated that he has not completed a few of the items he was working on and would like to rejoin the BOS in a meeting in July.

d. Review Changes to GRSD Regional Agreement - School Superintendent Hopson

School Superintendent, David Hopson joined the Board to discuss the final changes made to the GRSD Regional Agreement noting that all the changes were merely changes in wording, not changes to the contract.

**MOTION: E. McVey made a motion to accept the changes suggested by KP Law to the GRSD Regional Agreement.
C. Letendre Seconded
All in Favor**

5. NEW BUSINESS:

a. Blandford Fair Update – B. Wyman

Bruce Wyman, President of the Blandford Fair joined the Board to discuss the upcoming fair and the monthly events they are planning.

-Flea Market June 29, 2019

-Touch-a-Truck Event July 20, including a fireman's muster

Bruce noted that the snowmobile event this past winter was a success and they hope to have another next winter. C. Letendre mentioned that there is some interest in having a Chili Cook-off this summer. She and J. Girard will work on this with Bruce.

b. Notice from Zoning Board Regarding Enforcement of Zoning Bylaw Section V- Administration & Signs

The Zoning Board presented a memo to the Board describing some of the by-laws regarding signage in town are not being enforced.

MOTION: C. Letendre made a motion to direct the building inspector to investigate the source of the problem and inform the Board of Selectmen.

E. McVey Seconded

All in Favor

c. Review Price Quotes for a Postage Meter System

The Board and the Town Administrator had a discussion about purchasing a postage meter system to resolve the problem of Town employees and volunteers having to purchase up front and receive refunds. After reviewing costs and the limited output of mailing, it was decided that it was unfeasible to move forward with any of the postage meter system proposals at this time.

d. Request from the Office of the Town Clerk to Purchase a New Voting Booth

The Assistant Town Clerk joined the BOS to discuss the possibility of purchasing a new voting booth for the next election. She shared with the Board of Selectmen a specific booth she learned of at a MA Clerk Association Conference and felt strongly that it will help improve voter experience when coming in to do early voting. Eric made a motion to approve the Clerk's office to move forward with purchasing but during the FY20 period Capital Expense Budget. Cara mentioned that she does not believe we can do that until we are in the new fiscal year. Garcia agreed with Cara.

MOTION: E. McVey made a motion to have the Assistant Town Clerk purchase a voting booth in FY2020 and spend out of the Capital Expense Line Item.

T. Ackley Seconded

E. McVey – Yes

T. Ackley – Yes

C. Letendre – No

Motion Passes

e. Request from the Office of the Town Clerk to Purchase Dog License Software

The Assistant Town Clerk informed the Board that she is looking into a software program that would assist in registering and licensing dogs in town stating that this will save a great deal of time and enable more people to have access to registering their dogs. She will do more research and return with her findings.

f. Briefing from the Office of the Town Clerk regarding the Recently Attended MA Town Clerk's Association Conference

Mary Kronholm, Assistant Town Clerk updated the Board on the training conference she and Doris Jemiolo attended mentioning that it was a very informative program which they both got a great deal of knowledge from.

g. Payroll for Highway

It was brought to the attention of the Board from the Finance Committee that the FY19 budget for payroll was over-drawn.

MOTION: E. McVey gave the Treasurer and Finance member approval for a line item transfer to cover this deficit

C. Letendre Seconded

All in Favor

MOTION E. McVey amended the motion to say that C. Letendre is authorized to sign these line item transfers in the future when a quorum is not available.

h. To ask the Board to Appoint Eric Kinsherf as Town Accountant July 1, 2019 to June 30, 2020

i. To ask the Board to Appoint Joe Henning as Veteran's Agent July 1, 2019 to June 30, 2020

j. To ask the Board to Appoint Brad Curry as Town Constable July 2, 2019 to June 30, 2020

k. To ask the Board to Appoint Richard Gates to the Agriculture Commission July 1, 2019 to June 30, 2022

l. To ask the Board to Appoint Eileen Gates to the Agriculture Commission July 1, 2019 to June 30, 2022

MOTION: C. Letendre made a motion to accept the appointments 5h, 5i, 5j, 5k and 5l as follows:

-Eric Kinsherf July 1, 2019 to June 30, 2020 – Town Accountant

-J. Henning July 1, 2019 to June 30, 2020 – Veteran's Agent

-B. Curry July 1, 2019 to June 30, 2020 – Town Constable

-R. Gates July 1, 2019 to June 30 2022 – Agriculture Commissions

-Eileen Gates July 1, 2019 to June 30 2022 – Agriculture Commission

E. McVey Seconded

All in Favor

6. OTHER BUSINESS, IF ANY:

None

7. MEETING ADJOURNED:

Meeting adjourned at 9:40 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