



TOWN OF BLANDFORD  
SELECTBOARD

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

**TOWN OF BLANDFORD  
BOARD OF SELECTMEN  
MEETING  
June 4, 2019**

**OPEN SESSION 7:00 pm**

**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    Location: Blandford Town Hall**

**1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:**

**Examination of the meeting minutes of Board of Selectmen Meeting of April 29, 2019**

**MOTION: C. Letendre made a motion to approve the meeting minutes of April 29, 2019 as written.**

**E. McVey Seconded**

**T. Ackley Abstained**

**All in Favor**

**Examination of the meeting minutes of Board of Selectmen Meeting of May 13, 2019**

**MOTION: C. Letendre made a motion to approve the meeting minutes of May 13, 2019 as written.**

**T. Ackley Seconded**

**E. McVey Abstained**

**All in Favor**

**Examination of the Executive Session meeting minutes of the BOS Meeting of May 13, 2019**

**MOTION: C. Letendre made a motion to accept the Executive Session meeting minutes of May 13, 2019 as written.**

**T. Ackley Seconded**

**E. McVey Abstained**

**All in Favor**

**Examination of the meeting minutes of Board of Selectmen Meeting of May 20, 2019**

**MOTION: C. Letendre made a motion to accept the meeting minutes of May 20, 2019 as written.**

**T. Ackley Seconded**

**E. McVey Abstained**

**All in Favor**

**MOTION:** C. Letendre made a motion to move to New Business 5b. Review Proposal from King Information Systems  
E. McVey Seconded  
All in Favor

**2. \*AUDIENCE PARTICIPATION / PUBLIC COMMENT:**  
None

**3. ACTION ITEMS:**

**a. Vote to Accept Jonathan Flagg's Resignation as Building Commissioner**

**MOTION:** C. Letendre made a motion to accept the resignation of Jonathan Flagg as Building Commissioner effective immediately.  
T. Ackley Seconded  
All in Favor

**b. Vote to appoint Jason Forgue as Interim Building Commissioner**

**MOTION:** C. Letendre made a motion to accept the appointment of Jason Forgue as Interim Building Commissioner effective immediately.  
E. McVey Seconded  
All in Favor

**c. Vote to Accept Ron Laurin's Resignation as Assistant Building Inspector**

**MOTION:** C. Letendre made a motion to accept the resignation as Assistant Building Inspector Ron Laurin effective June 4, 2019.  
E. McVey Seconded  
All in Favor

**d. Vote to Accept Ron Laurin as Alternate Building Inspector**

**MOTION:** C. Letendre made a motion to appoint Ron Laurin as Alternate Building Inspector effective immediately.  
E. McVey Seconded  
All in Favor

**4. UNFINISHED BUSINESS FROM PRIOR MEETINGS:**

**a. Review Draft RFQ for Water Remediation in Town Hall Basement – Garcia**

An informal proposal was received from Pro-Tech Waterproofing solutions that gave their best ideas of how to fix this problem of water leakage and retention in the basement of the Town Hall building. The Board of Selectmen disagreed with the solution described in the proposal. T. Ackley gave the Board a background on the construction of this building and the cause of the basement water problem. Mr. Ackley believes the best resolution should be to level the floor as much as possible and use a sump pump to remove the water efficiently when the water does leak in. The Board requested that the Town Administrator solicit quotes that are more specific to the need.

**b. Vehicle for Animal Control Service**

C. Letendre requested that the Board revisit the quotes that were collected for a vehicle for the Animal Control Officer. Letendre mentioned the current vehicle that ACO is driving is not in the best condition and also does not want to see the ACO having to use her personal vehicle for picking up sick and/or deceased animals. J. Garcia

noted to the Board that the ACO did mention to him she is fine with the current town vehicle and didn't need a new one. E. McVey mentioned that the vehicle the ACO is using may be fine right now but if later it breaks down or doesn't operate effectively during heavy winter storms, the new vehicle can supplement. Additionally, McVey mentioned he would like to see this vehicle used as a multi-use vehicle for other municipal employees as well since the ACO only receives about 100 calls per year. McVey mentioned there is an opportunity to maximize the use of the vehicle. C. Letendre requested that the Town Administrator bring back the quotes received for review. This subject will be on the June 10, 2019 agenda for review.

**c. Summary of Meeting with Chester – C. Letendre**

Cara gave a summary to the residents and Eric McVey who was away during this meeting about the continuing effort to establish a shared policing agreement contract between Blandford and Chester. She mentioned that she believes it is moving along extremely well. T. Ackley confirmed.

**5. NEW BUSINESS:**

**a. Board of Selectmen – Reorganization of Officers**

C. Letendre mentioned that since Tom Ackley is now part of the Board it is time to revote the board positions. It was recommended that this subject be move to the second week in October as E. McVey will be on leave for a few weeks over the summer.

**b. Review Proposal from King Information Systems for Record Keeping Project – Garcia**

Christopher Chartrand joined the Board representing King Information Systems to discuss organizing and centralizing old and new town public records. Mr. Chartrand gave the Board a summary of what this would entail in time and money. He presented his company's history and references, which were extensive. He gave a summary of what a professional records management company does and the fact that his company knows all the state requirements that will allow them to sort accordingly all of our records and establish an ongoing maintenance and retention program. J. Garcia mentioned he is hoping we can develop a central record-keeping data base so that our records can be easily accessed and/or disposed of when needed. The Board requested that we acquire a couple more quotes from different companies. This subject will be revisited at the June 17, 2019 meeting.

**c. Transportation Needs for Seniors; Purchase of a Vehicle for COA – M. Mikuski**

J. MacKinnon of the Council on Aging requested the attention of the Board to procure a vehicle for transportation purposes for the growing number of seniors in our town. She mentioned that the FRTA van is available but the company is not flexible and is not meeting a lot of the needs of our residents. There was a discussion about liability, cost, logistics, driver recruitment, paid driver or volunteer, driver training required and what type of vehicle is needed and required assuming it would have to be handicap accessible. C. Letendre stated that she believes this is a conversation for Town Counsel. She mentioned that the COA has reached out to MA DOT for a grant for a computer as well.

**d. Discuss Watson Park Expenses – C. Letendre**

C. Letendre inquired about a tractor repair bill that was received for payment from Watson Park. She mentioned that she doesn't have a problem with these repairs being done but when any amount of money is to be invested in anything, it needs to be approved by the board as keepers of the Watson Park fund. J. Garcia and E. McVey emphasized that the particular concern here is that this is a question of formality. The BOS is the fiduciary monitor of this fund and should be approving each expenditure from Watson Park.

**MOTION: C. Letendre made a motion to accept the quote \$2,200 for work done on Gazebo flower beds by Hometown Garden Design.**

**E. McVey Seconded**

**All in Favor**

**MOTION:** C. Letendre made a motion to accept the estimate from Liberty Hill Tree Care, LLC for cedar removal and chipping services in the amount of \$2,100.

**E. McVey Seconded**

**All in Favor**

**MOTION:** C. Letendre made a motion to accept the estimate from Liberty Hill Tree Care, LLC to provide and install hedges at \$65 per plant.

**T. Ackley Seconded**

**All in Favor**

**5e. All Boards Meeting – J. Garcia**

J. Garcia mentioned the importance of scheduling these meeting to deal with year-end closing items that are going on and there is also some preparation to be accomplished for the new year and the need for all departments to be on the same page. The Accountant will be available for questions. Joshua will work on polling what the best dates and times will be.

**5f. Year-End Line Item Transfer Requests – J. Garcia**

J. Garcia shared a line-item transfer request brought to him by the Town Clerk’s office for a line-item transfer from the Assistant Town Clerk line item to the Election & Registration line item totaling \$600 among other transfer requests to cover under-budgeted bills for FY19.

**MOTION:** C. Letendre made a motion to approve year-end line item transfer requests from the Town Clerk as submitted.

**T. Ackley Seconded**

**All in Favor**

**MOTION:** C. Letendre made a motion to approve year-end line item transfer requests from the Town Administrator as submitted.

**E. McVey Seconded**

**All in Favor**

**5g. Master Plan Development – J. Garcia**

Joshua talked about a grant for the amount of \$50,000 that was submitted to help in drafting a master vision plan for the town to reconvene and determine a shared vision for the town including maintaining its existing character as well as managing growth. Garcia noted that he and the Planning Board Chairman, Rick Barnard, met with the PVPC to go over the grant proposal among other things. Garcia mentioned Barnard hasn’t had an opportunity to review with the Planning Board since the grant deadline and meeting date of the Planning Board was not aligned. Barnard mentioned he plans to share with the Planning g Board at their upcoming meeting. J. LeClair will be our point project coordinator.

**5h. Update on Rescue Truck for the Fire Department – J. Garcia**

Garcia reported that the Rescue Truck has been delivered to the dealership and is currently being outfitted.

**5i. Condition of the Foundation at Old Town Hall – T. Ackley**

Tom reported the poor condition of the foundation of the Old Town Hall which is beginning to crumble because of a downspout that is leaning against the foundation and is eating the cinderblocks away as the flowing water is migrating/freezing and thawing. He recommended we have somebody look at this for repair.

**6. OTHER BUSINESS, IF ANY:**

None

**MOTION: C. Letendre made a motion to move into Executive Session Pursuant to MGL C30A, § S21. To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public employee.**

**Roll Call in: C. Letendre – Yes      E. McVey – Yes      T. Ackley - Yes**

**7. MEETING ADJOURNED:**

Meeting Adjourned at 8:53 pm into Executive Session

**8\*\*EXECUTIVE SESSION: Pursuant to MGL C30A, § S21. To consider the discipline or dismissal of, or to hear complaints or charges brought against, a public employee.**

\*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

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Cara Letendre, Chairman

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Eric McVey, Clerk

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Thomas Akley, Member