



TOWN OF BLANDFORD
SELECTBOARD

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

**TOWN OF BLANDFORD
MEETING MINUTES
JOINT CHESTER BOS AND
BLANDFORD BOS
August 19, 2019**

1. OPEN SESSION: Chester BOS 6:40 Blandford BOS 7:30 Meeting is recorded

C. Letendre, Chairman; E. McVey, Clerk-absent; T. Ackley, Member; J. Garcia, Interim Town Administrator; B. Huntoon, BOS Chairman-Chester; J. Baldasaro, Vice Chairman-Chester, J. Higby, Clerk-Chester; K. Warden, Town Administrator-Chester; E. Weiss, Pioneer Valley Planning Commission; Chief Ilnicky, Chester/Blandford PD in attendance.

Meeting Opens at 6:37 pm with Chester Board of Selectmen

2. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

a. Examination of the Meeting Minutes of the Board of Selectmen meeting August 5, 2019

MOTION: C. Letendre made a motion to accept the meeting minutes of August 5, 2019 as written.

T. Ackley Seconded

All in Favor

3. *AUDIENCE PARTICIPATION / PUBLIC COMMENT:

Peter Langford of the Municipal Light Board joined the BOS to update them on the progress of Broadband and he expressed his thanks to all that have helped in this process.

4. ACTION ITEMS:

a. Review Actuary Study Price quotes and Select Direction to Engage in OPEB Study

Garcia reviewed the Odyssey and Fontaine quotations to provide a two year actuarial valuation and consulting services for the fiscal year ending June 30, 2019 related to Governmental Accounting Standards; Statement No. 75 "Accounting and Financial Reporting by Employers for Post-employment Benefits Other than Pensions." This consulting service is a required as a result of the recent Town audit and the State is mandating this process be part of the Town budget.

MOTION: C. Letendre made a motion to accept the price quote from Jay Fontaine for \$900 to engage in a 2-Year OPEB Study.

T. Ackley Seconded

All in Favor

b. Issuance of Warrant to Animal Control Office to Execute Powers as Outlined in MGL Ch. 140 Section 151a

MOTION: T. Ackley made a motion to table this discussion for further review.

C. Letendre Seconded

All in Favor

c. Review and Approve Agreement with Franklin Regional Council of Governments (FRCOG) for Procurement Technical Assistance for Construction Phase of Bridge No. B 14-008 and Bridge No. 14-010 located over the Tiffany Brook.

Garcia reported that we have completed the design phase of this project and are now looking for construction phase bids. Ackley inquired if this process will ensure that we have qualified contractors bidding on this project. Garcia confirmed and added that this will also aid in making sure it is done properly.

MOTION: C. Letendre made a motion to approve the Franklin Regional Council of Governments for procurement technical assistance for construction phase of the Bridge No. B 14-008 and Bridge No. 14-010 located over the Tiffany Brook.

T. Ackley Seconded

All in Favor

d. Review and Approve Contract with PVPC for Municipal Vulnerability Preparedness Consulting Work.

Garcia reported that this project is funded through a State grant and is at no cost to the Town. Upon contract approval, he will be coordinating with the PVPC for a project kickoff to assess our climate vulnerability and plan for future disasters.

MOTION: C. Letendre made a motion to approve the contract with PVPC for Municipal Vulnerability Preparedness Consulting work.

T. Ackley Seconded

All in Favor

e. Review and Approve Photovoltaic Solar PILOT Agreement with Syncarpha Blandford, LLC.

MOTION: T. Ackley made a motion to table Action Items ‘e’ and ‘f’ for further review by Town Council and the Board.

C. Letendre Seconded

All in Favor

f. Review and Approve Photovoltaic Solar PILOT Agreement with DG Massachusetts Solar, LLC.

MOTION: T. Ackley made a motion to table Action Items ‘e’ and ‘f’ for further review by Town Council and the Board.

C. Letendre Seconded

All in Favor

5. UNFINISHED BUSINESS FROM PRIOR MEETINGS:

a. Shared Police Project Discussion with Chester – Ongoing

The Blandford Board of Selectmen, the Chester Board of Selectmen and Eric Weiss of PVPC reviewed the working copy of the IMA (Inter-Municipal Agreement) that has been reviewed by Town counsel. Eric hopes to have ready for the next joint board meeting a final version of the IMA for the boards to approve. Eric also mentioned the new article that was in the Sunday Republican about the loss of the Blandford police force last summer and the successful resurgence of this new police force and the summary of this joint venture between the two towns. All board members agreed that the sooner this can be started, the easier this will be for both communities.

b. Senior Assistance & Transportation Policy – C. Letendre

The Director and Chairman of the Council on Aging presented a preliminary draft policy requesting assistance & transportation for those senior citizens in Blandford who may need help in this area. C. Letendre asked several questions:

- Contributions/Donation from residents who utilize these services. The Chairman of the COA mentioned that folks have offered to ‘pay’ in the past and the COA has not felt comfortable taking anything. Cara suggested that they leave this as part of the policy as there are people who prefer to feel like they are taking care of those who are helping them.
- Coordinator: Cara suggested that the COA designate a coordinator to organize these rides to avoid overlapping schedules, etc. The Director of the COA stated that the goal at this point is to document what the un-met needs are at this time so that when they reach out for grants they need to have this knowledge. Tom Ackley suggested that our insurance company be contacted. Cara requested that this be sent to Town Counsel for review.
- Volunteers: There was a discussion about the legalities of using volunteers to staff these positions as drivers. Tom Ackley is stressing the importance of background checks on these potential volunteers. He also suggested that these volunteers be trained in CPR.

Cara asked that the COA review and make the needed amendments to the policy and return to the Board of Selectmen at that time. The Director agreed.

MOTION: C. Letendre made a motion to move to Examination of Meeting Minutes 2a.

T. Ackley Seconded

All in Favor

c. Draft Vehicle Use Policy Review - Ongoing

MOTION: C. Letendre made a motion to table Unfinished Business c. until further notice.

T. Ackley Seconded

All in Favor

d. Draft Credit Card Use Policy Review - Ongoing

MOTION: C. Letendre made a motion to table Unfinished Business d. until further notice.

T. Ackley Seconded

All in Favor

e. Centralization and Management of Public Records

Garcia shared with the Board of Selectmen that Kings Info System has completed their assessment and he and the Assistant Town Clerk plan to meet with them later in the week to go over the results and proposal for the Town. He plans to have a proposal to share with the Board by the next Selectboard meeting.

6. NEW BUSINESS:

a. Petition for Joint or Identical Pole Locations from NSTAR Electric Company DBA Eversource Energy and Verizon New England

Garcia sent out the public notice for a September 2 meeting not realizing this was the holiday. The meeting will be September 9, 2019 and new public notices were sent out.

b. Notice from Springfield Water & Sewer: Will be monitoring conservation restriction (CR) land referred to as Herrick-Nittell Conservation area located on 26 Herrick Road during week of August 19, 2019

Garcia reported to the Board that this is something that takes place annually to check on the CR land. He noted that Conservation is involved with this and will share if anything significant is reported.

c. Mass Office on Disability – ADA Grant Opportunity

Josh informed the Board that before we can apply for this grant of up to \$250,000 for any construction in the effort to achieve ADA compliance in our publicly owned space, we need to have an ADA plan in place first. The Library and Historical society buildings are the two building of note that are in need of handicap accessibility. He has contacted a consultant that does this work across the Commonwealth. Basically, all of our town-owned properties will have to be assessed first and put into an ADA plan. We have about 7 properties and can cost up to \$6,000 to complete.

7. OTHER BUSINESS, IF ANY:

a. New Hot Water Heaters for the Restrooms and COA

C. Letendre directed the Town Maintenance Department to install 3 individual instant water heaters at \$250 each.

MOTION: T. Ackley made a motion to install 3 portable hot water heaters at a cost of \$250 each; 1 in Council on Aging room and 2 in the hallway restrooms.

C. Letendre Seconded

All in Favor

8. MEETING ADJOURNED:

9EXECUTIVE SESSION:**

Executive session in accordance with G.L. c. 30A, §21(a)(2) to conduct contract negotiations with nonunion personnel.

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

Absent
Eric McVey, Clerk

Thomas Akley, Member