



TOWN OF BLANDFORD
SELECTBOARD

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

**MEETING MINUTES
BOARD OF SELECTMEN
November 18, 2019**

1. Open Session at 7:00 pm Meeting is recorded Meeting held at Town Hall

C. Letendre, Chairman; ~~E. McVey, Clerk Absent~~; T. Ackley, Member; J. Garcia, Town Administrator

**MOTION: C. Letendre made a motion to move to 5a. Municipal Light Board Update
T. Ackley Seconded
All in Favor**

2. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

a. Examination of the Meeting Minutes of October 21, 2019

Tabled until the November 25, 2019 Board of Selectmen Meeting

b. Examination of the Meeting Minutes of November 4, 2019

Tabled until the November 25, 2019 Board of Selectmen Meeting

3. *AUDIENCE PARTICIPATION / PUBLIC COMMENT:

None

4. ACTION ITEMS:

a. Review and Take Action on Draft Policies for Personnel Handbook – Preamble; General Provisions; Recruitment; Hiring

Garcia and the Board reviewed the first section of the draft policy and discussed the suggestion and changes recommended by Town departments.

**MOTION: C. Letendre made a motion to move to 7e: Fire Chief Performance Evaluation
T. Ackley Seconded
All in Favor**

b. Letter of Resignation from Frank Lucia from the Board of Assessors

Letendre mentioned that this open, elected position will be posted and there will be a joint meeting with the Selectboard and Assessors to appoint somebody for the remaining term ending June 30, 2020 at which time it will be on the ballot.

**MOTION: C. Letendre made a motion to accept the resignation from Frank Lucia from the Board of Assessors.
T. Ackley Seconded
All in Favor**

c. Review and Take Action on Storage Tank and Equipment Rental Agreement with Innovative Surface Solutions

MOTION: C. Letendre made a motion to approve the equipment rental agreement with Innovative Surface Solutions contingent on Town Counsel review.

T. Ackley Seconded

All in Favor

d. Review and Take Action on the FY2021 Agreement to Participate in the FRCOG Regional Procurement Program for Highway Products and Services

MOTION: C. Letendre made a motion to approve the FY21 agreement to participate in the FRCOG Regional Procurement Program for highway products and services.

T. Ackley Seconded

All in Favor

5. UNFINISHED BUSINESS FROM PRIOR MEETINGS:

a. Municipal Light Board Update – Peter Langmore

Langmore reviewed the Broadband progress to date. He reported that the salt-shed site will be used by Eversource to store their equipment and vehicles as the salt shed has the most available space. Eversource will be responsible for hiring police detail, renting Port-A-Potty units and they will take care of supplying their own dumpsters. The bid opening is due December 3 at 2:00 pm. He stated that we are still expecting completion to be in the fall of 2020.

7. OTHER BUSINESS, IF ANY:

a. Review Updated All Department Expense Summary

The Board reviewed the all department expense summary.

b. Town Health Insurance Discussion

Garcia said he's looking to get a quote from MIIA for health insurance. MIIA needs a vote by the Board of Selectmen to draft a quote for the Town.

MOTION: C. Letendre made a motion to allow the Town Administrator to proceed with getting a price quote on health insurance from MIIA.

T. Ackley Seconded

All in Favor

c. Discuss Process for Submitting Payroll and Warrants

Letendre mentioned that there are a few departments that do not follow through and have their employees sign their payroll warrants. Garcia will follow up with those departments

d. Review Next Set of Draft Policies for Personnel Handbook – General Administration

Garcia will forward the next set of draft policies to all departments.

e. Fire Chief Performance Evaluation

Fire Chief Harvey joined the BOS for his 90-day evaluation. The Chief reviewed his own goals and objectives he has set for himself. The Board discussed an established list of questions and expectations. The end result of the evaluation for the Fire Chief was ‘meets expectations’.

f. Syncarpha Ribbon Cutting

Garcia mentioned to the Board of Selectmen that Syncarpha on Chester Road is planning a ribbon cutting and wanted to invite the BOS to be a part of it. The BOS members didn’t feel strongly about participating in a ribbon cutting.

g. Shared Police Kick-Off

Garcia shared that the Shared Police partnership kickoff is scheduled in Chester at 4:00 pm on December 10.

8. TABLED ITEMS:

a. Reorganize Board of Selectmen

No action taken

b. Review and Approve Photovoltaic Solar PILOT Agreement with DG MA Solar, LLC: On-going

No action taken

c. Review and Approve Photovoltaic Solar PILOT Agreement with Syncarpha Blandford, LLC: On-going

No action taken

d. Review and Discuss Comparable Building Fees and Proposed Fee Increases from the Building Commissioner

No action taken

9. MEETING ADJOURNED:

9:07 pm

10.*EXECUTIVE SESSION:

*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.

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

Cara Letendre, Chairman

Absent
Eric McVey, Clerk

Thomas Akley, Member