



TOWN OF BLANDFORD
Select Board

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

**JOINT MEETING MINUTES with
BLANDFORD SELECT BOARD and
FINANCE COMMITTEE**

**July 19, 2021
6:00 pm**

Members of the public who wish to dial-in or participate virtually, may do so by visiting either of the following options:

- **Zoom Video Link:** <https://us02web.zoom.us/j/87116077710>
- **Meeting ID:** 871 1607 7710
- **Phone Dial In:** 1-929-205-6099, dial in meeting ID when prompted

If you have any comment regarding items that are on the agenda, please forward to Joann Martin, Administrative Assistant, at Selectboardadmin@townofblandford.com or 413-848-4279 x206.

1. OPEN SESSION 6:00 pm

Meeting held in the Select Board Chamber, Town Hall

In Attendance: C. Letendre, Chairman; T. Ackley, Member; T. Cousineau, Member; D. Brodie, Finance; C. Smelcer, Finance; S. Hunter, Treasurer/Collector; E. Kinsharf, CPA, Town Accountant, A. Turkelsen, Accountant

2. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS:

a. Examination of the Meeting Minutes of July 12, 2021

MOTION: C. Letendre made a motion to approve the meeting minutes of July 12, 2021 as amended

T. Cousineau Seconded

All in Favor

MOTION: C. Smelcer made a motion to approve the meeting minutes of July 12, 2021 as amended

D. Brodie Seconded

All in Favor

3. *AUDIENCE PARTICIPATION / PUBLIC COMMENT:

None

4. ACTION ITEMS

a. Review and Accept the FY20 Audit Management Letter and the FY20 Financial Statements as presented by Scanlon and Associates, LLC.

Jeff Gendron, Scanlon Associates joined the Board to discuss the FY20 audit reports. The Board reviewed the financial pages and management letter.

Financial Pages – Negative Opinion:

- No Capital Assets recorded or provided to Scanlon. Although it was noted that the Town received a \$20,000 grant and contracted with the Collins Center to work on created a capital improvement program.
- No retirement health insurance information reported which is not up to AICPA Guidelines (OPEB) Gendron noted that although these are ‘negative’ opinions, this is something the Town accountants and the town treasurer have been working on noting that this is an long-term project that they have been working on.

Management Letter - No material weakness or deficiencies:

- Great improvement from previous years
- Recommend staying current on reports
- Work on getting a plan in place for Capital Assets
- Department records should be easily available; had to search
- Free Cash and Stabilization in good shape being a significant portion of Blandford’s budget creating a safety net for the town

MOTION: C. Letendre made a motion to accept the Audit Management Letter and Financial Statements for FY20 as presented by Scanlon & Associates, LLC.

**T. Cousineau Seconded
All in Favor**

b. Review and Take Action on Representation letter provided in connection with the Town’s FY20 Audit

MOTION: C. Letendre made a motion to accept the Representation Letter in connection with the Town’s FY20 Audit as presented by Scanlon & Associates, LLC.

**T. Cousineau Seconded
All in Favor**

MOTION: C. Letendre made a motion to move to Unfinished Business b. George Millard Road Drainage

**T. Ackley Seconded
All in Favor**

5. UNFINISHED BUSINESS FROM PRIOR MEETINGS:

a. Sperry Road Repair

The Board reviewed previous discussion about the problems on Sperry Road. Ackley reported that there is a bylaw question he has been working on and is not quite done. Letendre asked to table the discussion until we have finished researching the bylaws.

b. George Millard Road Drainage

Joseph Stetz of 12 George Millard Road joined the Board to discuss the drainage problems on George Millard Road. He explained the history of improvements on his property and the work they had done in their barn area years ago explaining that he has done no work recently on his property and stated that this problem is more recent. He reported to the board that he watched while the previous highway superintendent from several years back and a George Millard resident removed the culvert from the road. He is sure this is when the problem started and has continued to get worsen over the years. T. Ackley suggested we hire an engineer to get to the bottom of this problem. D. Waldron, Highway Superintendent will make contact with an engineer. Letendre

suggested a Select Board member, the Highway Superintendent and the Engineer should have an on-site meeting regarding this problem.

**MOTION: C. Letendre made a motion to move to New Business b. Presentation from the Town Accountants & Treasurer/collector on Finance Forecasting
T. Cousineau Seconded
All in Favor**

c. Blandford Day – Westfield Starfires

Garcia spoke of the Blandford Day Starfires baseball game that was supposed to be on July 17 but was cancelled due to rain. He will contact the Starfires and set up a new date/time. This new date will be distributed to the public when a decision is made.

6. NEW BUSINESS:

a. Review All Department Expense Report

No updated expense report available

b. Presentation from the Town Accountants & Treasurer/Collector on Finance Forecasting

Eric Kinsharf CPA, Sara Hunter, Treasurer/Collector and Andrea Turkelsen, Accountant joined the Board to present Blandford's Financial Forecast.

c. D. Waldron – Update on Rain Damage

Waldron reported on the roads in Blandford that are showing rain damage noting that the damage on most roads is minimal and his department is working on the problem areas. Waldron discussed culvert problems with the Board. Letendre believes after investing so much in our roads as we have in the last 3 years, we should invest in a company that has the equipment to clear out these culverts a couple times a year instead of waiting for a problem to develop. Ackley mentioned that part of the problem is that these culverts are on private property which would require an easement from the property owners in order for the Town to enter their property.

d. Old Chester Road

Garcia mentioned that he and Waldron have discussed closing the bridge on Old Chester Road in the Winter. This will be on the next agenda August 2, 2021.

7. OTHER BUSINESS, IF ANY:

8. TABLED ITEMS:

c. Request from the Building Commissioner to consider seeking appropriate authorization to amend existing unregistered vehicle bylaw

9. MEETING ADJOURNED:

Meeting adjourned at 7:57 pm

10. *EXECUTIVE SESSION:

None

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

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

Submitted by Joann Martin
Administrative Assistant to the Select Board
and Town Administrator

Cara Letendre, Chairman

Thomas Ackley, Member

Theodore Cousineau, Member

Absent

Janet Lombardo, Chairman Finance

Cathy Smelcer, Finance

Deborah Brodie, Finance