



TOWN OF BLANDFORD
Select Board

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

**JOINT SELECT BOARD
FINANCE MEETING MINUTES
Thursday, June 30, 2022
4:00 pm**

Meeting held in the Select Board Chamber, Town Hall

In attendance: C. Letendre, Chair; J. Allen, Member; T. Cousineau, Member; C. Dunne, Town Administrator; J. Lombardo, Finance Chair; K. Hudson, Finance- Absent; D. Brodie, Finance

*The Finance portion of this meeting has been tabled because of a lack of quorum.

OPEN SESSION 4:02 pm

Meeting held in the Select Board Chamber, Town Hall

EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

Review Finance Committee Meeting Minutes of March 24, 2022

MOTION: J. Lombardo made a motion to accept the meeting minutes of March 24, 2022, as written

D. Brodie Seconded

K. Hudson, Abstained

Motion Passes

b. Review Finance Committee Meeting Minutes of March 30, 2022

MOTION: J. Lombardo made a motion to accept the meeting minutes of March 30, 2022, as written

D. Brodie Seconded

K. Hudson, Abstained

Motion Passes

AUDIENCE PARTICIPATION / PUBLIC COMMENT

None

DEPARTMENT REPORTS

a. Highway Superintendent – Contract Renewal & Annual Review Year #2

The Board invited Waldron for his annual review. A review of his FY23 goals for the past year were reviewed and new goals set for FY23.

Goal #1: Transition into management roll, building relationships with other departments, and gaining an understand of the warrant process

Goal #2: Follow-through on inherited projects and getting the N. Blandford Road project out to bid by spring

Goal #3: Establishing better accounting and record keeping pertaining to equipment and material usage and personnel

Each Board member asked specific questions and commented on Waldron's performance in each goal area. The consensus was that Waldron either met or exceeded expectations. New goals were set for Fiscal Year 2023.

MOTION: C. Letendre made motion to approve the contract between Dave Waldron and the Town of Blandford

T. Cousineau Seconded

All in Favor

ACTION ITEMS

a. Line-Item Transfers & Transfers from Reserve – Finance

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$3,000.00 from Group Insurance (Health) 015914.000 to External IT Support/Computer 015192.004

J. Allen Seconded

All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$3,000.00 from Group Insurance (Health) 015914.000 to External IT Support/Computer 015192.004

D. Brodie Seconded

All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$6,000.00 from Group Insurance (Health) 015914.000 to Town Hall Miscellaneous Exp 015192.0902

T. Cousineau Seconded

All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$6,000.00 from Group Insurance (Health) 015914.000 to Town Hall Miscellaneous Exp 015192.0902

D. Brodie Seconded

All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$3,000.00 from Select Board Expense 015122.002 to Select Board Secretary Salary 015122.001

J. Allen Seconded

All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$3,000.00 from Select Board Expense 015122.002 to Select Board Secretary Salary 015122.001

D. Brodie Seconded

All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$1,797.25 from BOH & Transfer Stipend 015510.000 to Transfer Station Salaries 015510.010
T. Cousineau Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$1,797.25 from BOH & Transfer Stipend 015510.000 to Transfer Station Salaries 015510.010
D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$1,000.00 from Unemployment Compensation 015913.000 to Worker's Compensation 015912.000
J. Allen Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$1,000.00 from Unemployment Compensation 015913.000 to Worker's Compensation 015912.000
D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$125.00 from Assessor's Expense 015141.001 to Assessor's Clerk Salary 015141.002
T. Cousineau Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$125.00 from Assessor's Expense 015141.001 to Assessor's Clerk Salary 015141.002
D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$710.00 from Town Report Expense 015195.001 to Elections Expense 015162.000
J. Allen Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$710.00 from Town Report Expense 015195.001 to Elections Expense 015162.000
D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$103.00 from Town Clerk Expense 015161.001 to Election Expense 015162.000
J. Allen Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$103.00 from Town Clerk Expense 015161.001 to Election Expense 015162.000

D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$4,428.75 from Cemetery Salary 015491.001 to Cemetery Expenses 015491.000

T. Cousineau Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$4,428.75 from Cemetery Salary 015491.001 to Cemetery Expenses 015491.000

D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$20,000.00 from Audit Services 015199.000 to Salt & Sand 015422.005

T. Cousineau Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$20,000.00 from Audit Services 015199.000 to Salt & Sand 015422.005

D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$12,607.95 from Group Insurance (Health) 015914.000 to Salt & Sand 015422.005

J. Allen Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$12,607.95 from Group Insurance (Health) 015914.000 to Salt & Sand 015422.005

D. Brodie Seconded
All in Favor

SELECT BOARD MOTION: C. Letendre made a motion to transfer \$200.00 from Group Insurance (Health) 015914.000 to Old Town Hall Expenses 015193.000

T. Cousineau Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer \$200.00 from Group Insurance (Health) 015914.000 to Old Town Hall Expenses 015193.000

D. Brodie Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer from the Reserve Fund 015132.000 \$1,924.00 to 015161.001 Town Clerk's Expense

D. Brodie Seconded
All in Favor

FINANCE MOTION: J. Lombardo made a motion to transfer from Reserve Fund 015132.000 the amount of \$18,637.00 to 015610.001 Town Clerk's Expense
D. Brodie Seconded
All in Favor

UNFINISHED BUSINESS FROM PRIOR MEETINGS:

None

NEW BUSINESS

Treasurer – Contract Renewal

MOTION: C. Letendre made a motion to renew the contract with Mass Munifin, Sara Hunter, Treasurer/Collector for the term July 1, 2022, to June 30, 2023
T. Cousineau Seconded
All in Favor

Accounting – Contract Renewal

MOTION: C. Letendre made a motion to appoint Eric Kinsherf as Town Accountant for the term July 1, 2022, to June 30, 2023
J. Allen Seconded
All in favor

Select Board Summer Hour Schedule

MOTION: C. Letendre made a motion to change Select Board summer meeting hours to every other week starting June 30, 2023. The Board will review this decision at the end of August 2022.
J. Allen Seconded
All in Favor

Meeting adjourned at 5:10 pm

EXECUTIVE SESSION:

None

TABLED ITEMS:

- a. *Request from the Building Commissioner to consider seeking appropriate authorization to amend existing unregistered vehicle bylaw*
- b. *Police Office Safe*
- c. *PC Replacement Plan*

*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.

**NOTE: Agenda may include items not expected 48 hours before the meeting.

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

Cara Letendre, Chair

Jeff Allen, Member

Theodore Cousineau, Member

Janet Lombardo, Finance Chair

Deb Brodie, Finance Member

Kathy Hudson, Finance Member