



**TOWN OF BLANDFORD**  
Select Board

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

**MEETING MINUTES**  
**BLANDFORD SELECT BOARD**  
**February 27, 2023**  
**6:00 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

Meeting Open at 6:00 pm  
Meeting is recorded

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

*a. Examination of the Meeting Minutes of January 9, 2023*

**MOTION:** J. Allen made a motion to approve the Meeting Minutes of January 9, 2023 as written

**T. Cousineau Seconded**

**C. Letendre Abstained**

**Motion Passes**

*b. Examination of the Meeting Minutes of January 26, 2023*

**MOTION:** C. Letendre made a motion to approve the Meeting Minutes of January 26, 2023 as written

**T. Cousineau Seconded**

**J. Allen Abstained**

**Motion Passes**

**MOTION:** C. Letendre made a motion to move to Action item 4a. Caucus Call

**J. Allen Seconded**

**All in Favor**

**2. \*AUDIENCE PARTICIPATION / PUBLIC COMMENT**

- a. George Reichert – Flags, Recording, Community Days, Beavers, Cemetery, Bicentennial Park*  
Reichert joined the Board to speak about several areas in the Town where he would like to see improvement. The Board and the Town Administrator discussed the individual subject matter, responded, and updated Reichert on the progress assuring him we will continue to make progress as time and finances allow.

### **3. DEPARTMENT REPORTS**

#### ***a. Town Administrator***

- i. FY24 Budget Requests*** all submitted and preliminary ***Cherry Sheet*** estimates from Governor's budget received. Dunne reported he is nearing the end of Departmental budget reviews and we are still waiting for Gateway Regional School Budget. Meetings will reconvene to complete the budget process after the Town has its school assessment determined. Dunne reported he is optimistic about the budget areas as there are a number of areas where the Town may be able to reduce costs.
- ii. Shared Water Operator Efficiency & Regionalization Grant:*** draft MOU submitted to Town counsel and both water departments are coordinating on putting together a bid package for the small capital purchases funded through the grant. The Water Superintendent and Water Commissioners have come up with a Memorandum of Understanding between Chester and Blandford which will be forwarded to Town Counsel. Basically, the idea is to share Steve Grondin between the two Towns. This will be beneficial to both Towns as Steve is in the process of getting an additional license and having hours in both communities will allow him to complete those requirements sooner.
- iii. Capital Improvement Plan:*** Meeting with Collins Center this week to start building document. Dunne believes he has all the requests from the Departments and will be meeting with the Collins Center this week to talk about what that plan should look like. The Collins Center has already offered some information about funding and financing options.
- iv. District Local Technical Assistance:*** Grant applications for a shared conservation agent, regional financial software RFP and permitting updates submitted. Applications have been submitted for a shared conservation agent and some changes to our permitting systems as well as software for our Accountants.
- v. Culvert Replacement Municipal Assistant Grant Program:*** Working with Highway Superintendent to submit application by mid-March for work on culverts in Nye Brook/Schoolhouse Hill/Russell Stage Road area. Dunne and Waldron met with the Division of Ecological Restoration. The focus is on permitting and design and construction for repair or replacement of culverts in areas that are ecologically important. Dunne is still working to identify what Town culverts if any best suit the grant requirements.
- vi. Emergency Management Performance Grant:*** Updates from discussion with Electrical Inspector on proposed \$160,000 in upgrades needed to ensure backup power at Town Hall. Electrician, Peter Wozniak was hired to look at our current generator. He reported that the Town's standby generator capacity is good, however, what we do need is a transfer switch. The electrical engineering for this project would be \$160,000. Dunne spoke with Blandford's Electrical Inspector who will reach out to Wozniak for an estimate of design costs. Dunne will build this into the capital improvement plan.
- vii. ADA Transition Plan:*** Public meeting for review of ADA Self-Evaluation and Transition Plan tentatively scheduled for Monday, March 6 at 5:00 pm.
- viii. Treasurer-Collector:*** Lynn Kane starts as Assistant Treasurer-Collector March 1, 2023.

**4. ACTION ITEMS**

1. Review and act on **Caucus Call** as presented by the Town Clerk.  
Doris Jemiolo, Blandford Town Clerk joined the Board to review and approve the Caucus Call for March 6, 2023.

**MOTION: C. Letendre made a motion to approve the Caucus Call for March 6, 2023 as listed  
T. Cousineau Seconded  
All in Favor**

2. Review and act on the **Special Town Meeting Warrant for March 13, 2023.**  
The Town of Blandford will hold a Special Town Meeting on March 13, 2023. The Select Board reviewed the Warrant. Dunne presented on the major items to be discussed including a final payment of \$180,000 for the North Blandford Road improvements project, needed departmental budget transfers, a borrowing for the Water Department and granting the Select Board the ability to look into Community/Municipal Aggregation (i.e., bulk purchasing of electricity supply as a means to lower rates for residents).

**MOTION: C. Letendre made a motion to approve the Special Town Meeting Warrant for March 06, 2023, as written  
J. Allen Seconded  
All in Favor**

3. Review and act on the candidacies of Paul Martin and Sarah Malanson for appointment to the **Fire-Highway Facility Building Committee.** Letendre said that in the past the Select Board had made no formal appointments to this committee but that the Board was pleased to see residents participating.

**5. UNFINISHED BUSINESS**

**6. NEW BUSINESS**

**7. EXECUTIVE SESSION**

Meeting adjourned at 7:30 pm

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

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Cara Letendre, Chair

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Jeffery Allen, Member

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Theodore Cousineau, Member