



**TOWN OF BLANDFORD**  
Select Board

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

**MEETING MINUTES**  
**BLANDFORD SELECT BOARD**  
**April 24, 2023**  
**6:00 pm**

Meeting held in the Select Board Chamber, Town Hall

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

Meeting Open at 6:00 pm  
Meeting is recorded

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

*a. Review and act on minutes for the Select Board meeting of April 3, 2023*

**MOTION:** C. Letendre made a motion to table the Select Board Meeting Minutes of April 3, 2023

**J. Allen Seconded**

**All in Favor**

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

George Reichert joined the Board to compliment them on the spring cleaning that was done in Bicentennial Park.

**3. DEPARTMENT REPORTS**

*a. Highway*

-Road Canopy: Eversource visited Blandford to take a look at Schoolhouse Hill to check out the tree canopy. Highway and Eversource are in agreement that it needs work however, it will probably be 2024 before Eversource can schedule this clean up.

-Road Patching: Highway is working on patching and signage at this time.

-Huntington Road: Waldron would like to widen this road however this borders on Russell's property so the two Towns would have to come to an agreement and address any concerns of neighbors. More to come.

-Virgil Lloyd Road: Also needs tree canopy clean up noting that this process is expensive.

-Russell Stage Road: Waldron called an engineer to inspect the rockface next to the retaining wall near the Town line with Russell.

*b. Town Administrator*

*i. Finance/Budget:*

1. **Update from Finance Committee meeting on April 13:** Finance has been working with Dunne on implementing the Collins Center salary and wage recommendations in the FY24 budget. The Town was provided with salary grades as well as data showing what other Towns are paying for these positions. The Committee is working to apply its local knowledge to these recommendations.
2. **Year End Transfer Plan update:** Year End transfers will be presented to the Select Board and Finance after May 1, 2023.

ii. Grant Update:

1. **District Local Technical Assistance - Conservation Agent:** PVPC initially identified the Town of Hampden as a potential partner on this project but their required number of hours for a position would necessitate it being full-time/benefitted which the Finance Committee had not contemplated. Instead, Dunne is working with the Conservation Commission as they have a couple people in mind already working as Conservation Agents who could fill this position for a handful of hours each week. The plan is to have somebody in this position by July 1, 2023.

iii. Other Departments:

1. **Parks - Taking Root Garden Design, Inc. work at Bicentennial and Watson Parks:** Kristin from Taking Root has started spring cleaning again. Taking Root would like us to extend the contract, however, the Bicentennial Trust is pretty much depleted. Dunne is working with the Treasurer on addressing the state of these trusts.
2. **Zoning Board of Appeals and Finance Committee - appointment of Jackie Coury:** Dunne spoke to the Board about Jackie Coury's interest in ZBA and would also be interested in Finance. Letendre suggested that Coury should "audit" the Finance Committee by coming by "mini" Town Meeting on May 22. Dunne will work on setting up the Appointing Committee if needed.

4. **ACTION ITEMS**

**a. Review and act on FY23 Accounts Payable Warrant #20**

**MOTION: C. Letendre made a motion to approve Warrant #20 for payment  
T. Cousineau Seconded  
All in Favor**

**b. Review and act on FY23 Accounts Payable Warrant #21**

**MOTION: C. Letendre made a motion to approve Warrant #21 for payment  
T. Cousineau Seconded  
All in Favor**

**c. Review and act on Eric Kinshurf, CPA as Town Accountant for the term July 1, 2023, to June 30, 2024**

**MOTION:** C. Letendre made a motion to appoint Eric Kinsherf, CPA as Town Accountant for the term July 1, 2023, to June 30, 2024

**J. Allen Seconded**

**All in Favor**

- d. Review and act on appointment of Teresa Donovan as Animal Control Officer for the term July 1, 2023, to June 30, 2024**

**MOTION:** C. Letendre made a motion to appoint Teresa Donovan as Animal Control Officer for the term July 1, 2023, to June 30, 2024

**J. Allen Seconded**

**All in Favor**

- e. Review and act on appointment of Jason Forgue as Building Commissioner for the term July 1, 2023, to June 30, 2024**

**MOTION:** C. Letendre made a motion to appoint Jason Forgue as Building commissioner for the term July 1, 2023, to June 30, 2024

**J. Allen Seconded**

**All in Favor**

- f. Review and act on letter of support for Gateway Regional School District applications for FY23 School Violence Prevention Program (SVPP) grant funding.**

**MOTION:** C. Letendre made a motion to table the letter of support for Gateway Regional School District applications for FY23 School violence Prevention Program (SVPP) Grant funding.

**J. Allen Seconded**

**All in Favor**

- g. Review and act on Town-Owner Agreement for 10 Russell Stage Road housing rehabilitation project under Community Development Block Grant.**

**MOTION:** C. Letendre made a motion to approve the Town-Owner Agreement for 10 Russell Stage Road rehabilitation project under Community Development Block Grant.

**J. Allen Seconded**

**All in Favor**

- h. Review and act on letter of acceptance for Park Avenue Solar Solutions (PASS) Supplemental Environmental Project (SEP) consisting of Gibbs Road culvert rehabilitation for a maximum cost of \$15,000. Dunne reported the hope is to have this project completed by next summer or sooner.**

**MOTION:** C. Letendre made a motion to accept the letter for Park Avenue Solar Solutions (PASS) Supplemental Environment Project (SEP) consisting of Gibbs Road culvert rehabilitation for a maximum cost of \$15,000

**J. Allen Seconded**

**All in Favor**

- i.* Review and act on Massachusetts Public Library Construction Program Grant Letter of Intent of \$125,000 for Porter Memorial Library.**

**MOTION: C. Letendre made a motion to approve the Massachusetts Public Library Construction Program Grant Letter of Intent for Porter Memorial Library  
T. Cousineau Seconded  
All in Favor**

**5. UNFINISHED BUSINESS**

**6. NEW BUSINESS**

- a.* All Departmental Expenditure Report - Tabled**

**7. EXECUTIVE SESSION**

Meeting adjourned at 7:05 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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Theodore Cousineau, Member

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Jeffery Allen, Member