



TOWN OF BLANDFORD
Select Board

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

MEETING MINUTES
BLANDFORD SELECT BOARD
June 05, 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 Administration; D. Hopson, **Moderator**; KP Law – **Mark Reich**, Town Counsel; **E. Kinsherf**, Town Accountant; **J. Lombardo**, Finance Chair; **D. Brody**, Finance Member; **K. Green**, Finance Member

Meeting Open at 6:00 pm
Meeting is recorded

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

None

2. AUDIENCE PARTICIPATION / PUBLIC COMMENT

None

3. DEPARTMENT REPORTS

a. Highway - None

b. Town Administrator

i. Finance/Budget

ii. Grants

1. *MassWorks Grant for Beech Hill Road Bridge project submitted*

Dunne reported that an application for a Small Town Road Improvement MassWorks grant was submitted for the bridge on Beech Hill Road. Waldron had the bridge inspected previously and it had been determined to be in good condition but except for the parapets and concerns caused by the narrowing to one lane crossing coming from a wooded curve.

2. *Rural and Small-Town Development Fund Grant for Fire-Highway Facility Project submitted*

Dunne submitted an application for the grant program. Notification of award would come in fall 2023 and of course will be contingent on the Town Meeting vote tonight.

3. ***Baystate Community Health Benefits: grant awarded for Shepard Farm project in the amount of \$5,000***

Dunne has reported that this grant has been received to aid in the Shepard Farm student project.

4. ***Community Compact IT grant: quote received from VADAR in the amount of \$60,000 for installation of cloud-based municipal finance software***

Kinsherf is working with Dunne to identify a new cloud-based financial software. Dunne received a quote from Vadar Systems which is a Municipal Software company being considered to replace Softright. Dunne is applying for a grant this fall so he will have more information when the application period opens

5. ***ARPA: quote received for Town Hall backup power transfer switch architectural design work in the amount of \$22,900***

Dunne explained that the Select Board had awarded \$40,000 in ARPA funds for the purchase of a new generator. After some preliminary electrical engineering work, Peter Wozniak, the consultant, determined that a new generator was not necessary and that the main expense would be installation of a transfer switch. Town Electrical Inspector, John VanHeynigen received a quote for the design in the amount of \$22,000. Allen stated he believes we should just replace the generator while we are at it because it is at least 20 years old.

iii. Other Departments

1. ***Building Inspector: Permit Fee updates***

Dunne reported to the Select Board that the Building Commissioner is suggesting we raise the building permit fees to be more on par with the average fees in area Towns. Dunne will circle back on this after some research.

4. **ACTION ITEMS**

a. ***Review Warrant for Annual Town Meeting with Town Counsel, Moderator and Clerk***

The meeting was turned over to David Hopson, Town Moderator at 6:12 pm to review the Annual Town Meeting Warrant for presentation.

b. ***Review and act on proposed Year-End Transfers***

The Moderator, Select Board, Finance Committee, Town Administrator, Town Accountant and Town Counsel reviewed the Warrant article by article. Article 4 relating to the payment on the road bond debt was discussed and updated to roughly \$200,000 rather than \$300,000 given that \$100,000 was already in the budget to be voted. The Finance Committee and Town Moderator asked about the wisdom of paying off a debt to bring on new debt. Kinsherf explained that because it would need to be refinanced, paying off the debt at this time was the optimal way to proceed. Minor changes to the ordering of the warrant articles were also agreed to.

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**

7. **EXECUTIVE SESSION**

Meeting adjourned at 6:46 pm

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

Cara Letendre, Chair

Theodore Cousineau, Member

Jeffery Allen, Member