



**TOWN OF BLANDFORD**  
Select Board

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

**MEETING MINUTES  
JOINT MUNICIPAL LIGHT BOARD and  
BLANDFORD SELECT BOARD**

**August 21, 2023  
6:00 pm**

**Meeting held in the Select Board Chamber, Town Hall**

**In attendance Select Board:** C. Letendre, Chair; J. Allen, Member; T. Cousineau, Member; C. Dunne, Town Administrator; P. Langmore, Municipal Light Board; K. Bergland, Municipal Light Board; J. Masse, Municipal Light Board

**1) EXAMINATION OF RECORDS OF PREVIOUS MEETINGS**

***a) Examination of the Select Board Meeting Minutes of June 5, 2023***

**MOTION:** C. Letendre made a motion to approve the Select Board Meeting Minutes of June 5, 2023, as written  
T. Cousineau Seconded  
All in Favor

***b) Examination of the Select Board Meeting Minutes of June 22, 2023***

**MOTION:** C. Letendre made a motion to approve the Select Board Meeting Minutes of June 22, 2023, as written  
T. Cousineau Seconded  
All in Favor

***c) Examination of the Select Board Meeting Minutes of June 29, 2023***

**MOTION:** C. Letendre made a motion to approve the Select Board Meeting Minutes of June 29, 2023, as written  
J. Allen Seconded  
All in Favor

***d) Examination of the Select Board Meeting Minutes of July 10, 2023***

**MOTION:** C. Letendre made a motion to approve the Select Board Meeting Minutes of July 10, 2023, as written  
T. Cousineau Seconded  
All in Favor

**MOTION:** C. Letendre made a motion to move to Action Items 3d Review and act on rescinding of vote to award American Rescue Plan Act (ARPA) funds for the Broadband Infrastructure invoice in the amount of \$20,550.66 taken on January 3, 2022

**J. Allen Seconded**

**All in Favor**

**2) AUDIENCE PARTICIPATION / PUBLIC COMMENT**

None

**1) DEPARTMENT REPORTS**

a) Town Administrator

**i) *Grants: Community Compact grants***

Dunne reported receiving an email regarding our Community Compact grant notifying us that there are best practice grants available again on a rolling basis in the next year. Dunne is compiling a list of best practices the departments can pursue. One in particular Dunne is working on is cyber security.

**ii) *Ongoing projects: Backup power; Porter Patio***

Dunne noted there needs to be a grant extension to complete the Porter Memorial Library patio project as there are electrical problems that need to be addressed.

**3) ACTION ITEMS**

**a) *Review and act on applications for one day liquor license by Skyline Beer Company for the dates of September 1<sup>st</sup> – 4<sup>th</sup>, 2023, at the Blandford Fairgrounds***

The Blandford Fair is requesting a 4-day liquor license for the upcoming Blandford Fair. Skyline Beer Company will offer a cash bar, beer & wine only, there will be a sectioned off area where all visitors to the beer & wine tent will be carded and banded and will not be allowed to bring alcohol out of this sectioned area.

**MOTION:** C. Letendre made a motion to approve the 4-day application for the Skyline Beer company for the dates September 1 through September 4, 2023, at the Blandford Fair Grounds.

**T. Cousineau Seconded**

**All in Favor**

**b) *Review and act on contract with Bay State Regional Contractors, Inc. (BSRC) for Water Treatment Plant Upgrades (SCADA project)***

Tabled

**c) *Review and act on rescinding of vote to award American Rescue Plan Act (ARPA) funds for the Broadband Infrastructure invoice in the amount of \$20,550.66 taken on January 3, 2022***

Municipal Light Board, Peter Langmore, Kim Bergland and June Masse joined the Select Board to talk to the Select Board about ARPA funds distribution. Dunne explained this \$20,550.66 that was awarded to the MLB previously to cover the cost of upgrading their back-hall southern cluster project has since been awarded and received these funds by another grant. Because this work has now been paid for, the Select Board decided to have these funds returned to be used on other projects. Letendre explained to the MLB Board why the money was rescinded and that it will be used to repair the Town Hall's existing generator. The goal here is to create an emergency shelter in the Town

Hall. Bergland explained the work for this redundancy loop project will be short \$8,000 and needs to be completed within FY-24 (before June 30, 2024). Dunne will work with the Finance Committee to determine where these funds are available. Langmore spoke of his concern about the residents that applied for a cold drop on time, however, for some reason there were a handful that fell through the cracks. Letendre inquired as to how many and Langmore stated less than 10 households. Now they have come forward asking why this didn't happen as requested as they are now expected to pay a larger fee for installation. Langmore explained the bulk of this increase is because the crews are no longer in town, so it is substantially more expense. Those that did not sign up in time are not part of this small group. The Municipal Light Board believes it is their responsibility to try to help these folks out as it is no fault of their own that this was not accomplished as requested. Letendre made note that the MLB should reach out to the Blandford Fair Association to see if they need installation. The Municipal Light Board did vote to cover the cost of installation for the Blandford Fair Grounds.

**MOTION: C. Letendre made a motion to rescind the ARPA Funds approved for the Broadband Infrastructure invoice of \$20, 550.66 taken on June 3, 2022.**

**J. Allen Seconded  
All in Favor**

**MOTION: C. Letendre made a motion to move to New Business 5d Update from Superintendent Kristen Smidy on Gateway Regional School District**

**J. Allen Seconded  
All in Favor**

**d) *Review and act on appointment of Police Chief Jennifer Dubiel as Interim Animal Control Officer***

Police Chief Dubiel joined the Board to discuss the possibility of the Police Department taking on the position of Animal Control in Blandford since we are without one at the present time.

**MOTION: C. Letendre made a motion to appoint Police Chief Jennifer Dubiel as Interim Animal Control Officer**

**T. Cousineau Seconded  
All in Favor**

**MOTION: C. Letendre made a motion to go to Review and act on applications for one day liquor license by Skyline Beer Company for the dates of September 1<sup>st</sup> – 4<sup>th</sup>, 2023, at the Blandford Fairgrounds**

**T. Cousineau Seconded  
All in Favor**

**e) *Review and act on adoption of Americans with Disabilities (ADA) Notice and Grievance Procedure***

Dunne explained this is an extension of the Americans with Disabilities Act that Blandford completed last year. The next step is implementation of different items they want to see. The idea of the grievance procedure is for an individual that come to town hall and don't have the access they need; they will have a grievance process they can go through. Dunne will be working on additional signage, grab bars in the restrooms, additional door handles and reminding the Board that this will be an ongoing process. Dunne is recommending a Commission be adapted for this purpose.

**MOTION:** C. Letendre made a motion to adopt the Americans with Disabilities (ADA) Notice and Grievance Procedures  
T. Cousineau Seconded  
All in Favor

- f) *Review and act on candidacy of Christopher Dunne, Town Administrator for appointment to position of ADA Coordinator*

**MOTION:** C. Letendre made a motion to appoint Christopher Dunne, Town Administrator, to the position of American Disabilities Act Coordinator for the term August 21, 2023, to June 30, 2024  
T. Cousineau Seconded  
All in Favor

- g) *Review and act on candidacies of the following for appointment to Commission on Disability:*
- i. Margit Mikuski
  - ii. Mary Kronholm
  - iii. Judith MacKinnon
  - iv. Linda Barnard

**MOTION:** C. Letendre made a motion to appoint Margit Mikuski to the Commission on Disability for one year for the term August 21, 2023, to June 30, 2024  
J. Allen Seconded  
All in Favor

**MOTION:** C. Letendre made a motion to appoint Mary Kronholm to the Commission on Disability for one year for the term August 21, 2023, to June 30, 2024  
T. Cousineau Seconded  
All in Favor

**MOTION:** C. Letendre made a motion to appoint Judith MacKinnon to the Commission on Disability for two years for the term August 21, 2023, to June 30, 2025  
T. Cousineau Seconded  
All in Favor

**MOTION:** C. Letendre made a motion to appoint Linda Barnard to the Commission on Disability for three years for the term August 21, 2023, to June 30, 2026  
J. Allen Seconded  
All in Favor

- h) *Review and act on 1 Huntington Road; First Refusal Option to Meet Bona Fide Offer to Purchase Land pursuant to G.L. c. 61B, s. 9*

**MOTION:** C. Letendre made a motion for the Select Board Chair to not exercise the Board's first right of refusal option to not purchase approximately 5.6 acres of land presently classified as agricultural land under Section 61A located on 1 Huntington Road and that the Chair be authorized to execute a notice of non-exercise of option and any and all other documents as may be necessary in order to provide the owner with such notice

T. Cousineau Seconded

All in Favor

- i) *Review and act on Fiscal Year 2024 Warrant #2*

**MOTION:** C. Letendre made a motion to approve Fiscal Year 2024 Warrant #2 for payment

J. Allen Seconded

All in Favor

- j) *Review and act on Fiscal Year 2024 Warrant #3*

**MOTION:** C. Letendre made a motion to approve Fiscal Year 2024 Warrant #3 for payment

T. Cousineau Seconded

All in Favor

4) **UNFINISHED BUSINESS**

None

5) **NEW BUSINESS**

- a) *Update from Mary Kronholm on meeting with Senator Paul Mark's office*

M. Kronholm joined the Board to speak about the meeting in Senator Paul Mark's office this week. She shared her concern with the extent of beaver damage in Blandford. Kronholm is encouraging the Board to continue to keep very close track of our roads so that we get appropriate Chapter 90 monies from the state. Letendre pointed out the grant project of a couple years ago where Blandford's roads were evaluated and given high marks.

- b) *Review of All Department Expenditure Report*

The Board reviewed the current expenditure report. Letendre pointed out the Highway budget was a bit over budget. Dunne will investigate.

- c) *Update from Superintendent Kristen Smidy on Gateway Regional School District*

Superintendent Kristen Smidy joined the Select Board to share all the new programs Gateway is working on this year.

-**Summer Programs:** Smidy spoke of the success of their summer programs which included 5 weeks free of summer programs for students K-10. Grades 11-12 were invited to be staff members, so they were paid. Smidy reported over 200 students participated.

-**Rural School Aid:** Gateway is seeing a substantial increase in rural school aid grants for the coming year.

**MOTION: C. Letendre made a motion to move to Action Item 3d. Review and act on appointment of Police Chief Jennifer Dubiel as Interim Animal Control Officer**  
**T. Cousineau Seconded**  
**All in Favor**

Meeting adjourned at 7:20 pm

**MOTION: C. Letendre made a motion to move into Executive Session in accordance with G.L. c. 30A, §21(a)(1) to discuss the reputation, character, physical condition, or mental health, rather than professional competence of an individual or to discuss the discipline or dismissal of or complaint or charges brought against a public officer, employee, staff member or individual not to reconvene.**  
**T. Cousineau Seconded**  
**All in Favor**

**Roll Call Vote In: C. Letendre - Yes      T. Cousineau - Yes      J. Allen - Yes**

**6) EXECUTIVE SESSION**

Pursuant to M.G.L. c. 30A, Sec. 21 (a) (1) to discuss the reputation, character, physical condition, or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

**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 Chair and limited to two minutes. Participation/public comment is limited to Blandford residents who may comment on agenda items only. The Town of Blandford is committed to the full participation of people with disabilities and Town Hall is handicapped accessible. Persons who require special accommodations including an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in the Town's programs, services, or activities, should contact the Town Administrator at (413) 848-4279 ex. 502 at least 15 calendar days in advance of a meeting.

\*\*NOTE: Agenda may include items not reasonably 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