



TOWN OF BLANDFORD
Select Board

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

MEETING MINUTES
BLANDFORD SELECT BOARD
September 18, 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 Opens at 3:20 pm:

1) EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

a) Examination of the Select Board Meeting Minutes of August 7, 2023

MOTION: C. Letendre made a motion to approve the Meeting Minutes of August 07, 2023, as written

T. Cousineau Seconded

All in Favor

b) Examination of the Select Board Meeting Minutes of August 21, 2023

MOTION: C. Letendre made a motion to approve the Select Board Meeting Minutes of August 21, 2023, as written.

J. Allen Seconded

All in Favor

c) Examination of the Appointing Committee Meeting Minutes of August 21, 2023

Tabled – Notes are done by Appointing Committee

d) Examination of the Select Board Executive Session Meeting Minutes of August 21, 2023

Tabled until September 25, 2023, Select Board meeting.

2) AUDIENCE PARTICIPATION / PUBLIC COMMENTS

George Reichert spoke about his concerns regarding Bicentennial Park's upkeep

3) DEPARTMENT REPORTS

a) Highway Superintendent – Dave Waldron

-Northern Tree: Working on Russell Stage Road for about a week.

-Hayden Road: Culvert pipe work

b) Town Administrator

i) ***Finance: Fire Service Group invoices; capital planning***

Dunne requested a copy of the company's general service agreement. Dunne is looking for more information about their regular maintenance requirements and testing they are required to do so the Finance Committee can budget more accurately. A reserve fund transfer will be requested of the Finance Committee for a couple of the invoices from them. There was an issue with the fire suppression system which was expensive to repair because it was outside of business hours.

ii) ***Grants: ADA Municipal Improvement for signage, door hardware and grab bars submitted; considering ARPA for facility condition assessments; Assistance to Firefighters Grant for air bottles received***

-ADA Grant: Dunne summarized the ADA grant that was received as part of the process of improving ADA compliance in Blandford. The recommendation was to submit as many grant project applications as needed to bring our building up to ADA standard.

-Fire Department Air Pack Grant: Dunne reported on a joint grant application with Huntington that was awarded \$600,000 for air packs. There is a match which was appropriated at Blandford's Annual Town Meeting of \$6,000. Dunne is giving credit to Adam Dolby, Interim Fire Chief for this grant.

c) ***Other Departments: Treasurer-Collector RFP posted; Highway Laborer position posted***

-Treasurer-Collector Position: The Request for Quote for Treasurer-Collector has been posted. Bids will be opened on October 2, 2023. Hopefully, there will be a contract to sign at the October 2, 2023, Select Board meeting.

-Highway Laborer Position: This position has been posted on the website, bulletin board and newspapers.

4) **ACTION ITEMS**

a) ***Review and act on Memorandum of Agreement with Massachusetts Department of Transportation for Vulnerable Road User Program signage***

A copy of this Memorandum of Agreement (MOA) has been received by the Town of Blandford. The MOA is in regards to the new state law requiring vehicles to provide cyclists with four feet of space when passing. The agreement would provide signs to make drivers aware of the new law. The signs will be provided by MA DOT and maintained by the Town. Dunne is working with the Highway Department on placement of these signs.

b) ***Review and act on designation of Library Director as Special Municipal Employee***

MOTION: C. Letendre made a motion to designate the Library Director as Special Municipal Employee

T. Cousineau Seconded

All in Favor

5) **UNFINISHED BUSINESS**

a) ***Bicentennial Park Maintenance***

Dunne spoke to Taking Roots, the company that is currently taking care of Watson Park. They will look at their schedule to see if this work can be taken care of this week. Dunne has also reached out to one of our local landscapers to take care of the weeds and tree trimming. Long-term, Dunne has been in

contact with the company that manages the Town's trusts, and he will meet with them to talk about what can be done to ensure the earnings keep pace with expenses. Dunne explained this is a challenging situation because the Bicentennial Trust is mostly depleted, so the Board is being extremely frugal in distributing what is left of this trust. Dunne is suggesting we wait until spring 2024 when we have a chance to look at the new budget and have greater clarity on what is in the future for the bicentennial Trust.

b) Chester Road hazard trees

Dunne reached out to the Tree Warden regarding the hazard trees identified on Chester Road by the Select Board.

6) NEW BUSINESS

a) All Department Expenditure Report

The Board reviewed the current All Departmental Expenditure report.

7) EXECUTIVE SESSION

Meeting adjourned at 6:40 pm

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

Cara Letendre, Chair

Jeff Allen, Member

Theodore Cousineau, Member