



TOWN OF BLANDFORD
Select Board

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

**MEETING MINUTES
BLANDFORD SELECT BOARD
November 13, 2023
6:00 pm**

Meeting held in the Select Board Chamber, Town Hall

In attendance: C. Letendre, Chair; J. Allen, Member; T. Cousineau, Member-Absent; C. Dunne, Town Administrator

Meeting Open at 6:00 pm

Meeting is recorded

1) EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

a) Examination of the Select Board Meeting Minutes of October 2, 2023

MOTION: C. Letendre made a motion to approve the Select Board Meeting Minutes of October 02, 2023, as written
J. Allen Seconded
All in Favor

b) *Examination of the Select Board Meeting Minutes of October 16, 2023*

MOTION: C. Letendre made a motion to approve the Select Board Meeting Minutes of October 16, 2023, as written.
J. Allen Seconded
All in Favor

c) *Examination of the Select Board Meeting Minutes of October 23, 2023*

MOTION: C. Letendre made a motion to table the Select Board Meeting Minutes of October 23, 2023, until the next Select Board meeting when T. Cousineau is present
J. Allen Seconded
All in Favor

2) AUDIENCE PARTICIPATION / PUBLIC COMMENT

Peter Langmore – flags

3) DEPARTMENT REPORTS

a) Town Administrator

- i) ***Town Administrator search process update***
Dunne reported there are 8 candidates for the Screening Committee to review for the Town Administrator position. The Screening Committee will meet November 14. We are hoping to schedule interviews shortly after that. Ira Brezinski will fill the position of Interim Town Administrator in the meantime. He will start the week of November 20, 2023.
- ii) ***Transition Document & Plans***
Dunne is working on an annotated budget and forms for the Finance Committee to launch their work on the FY25 budget.

4) **ACTION ITEMS**

a) ***Review and act on Fiscal Year 2024 Warrant #9 – payroll***

MOTION: C. Letendre made a motion to approve Fiscal Year 2024 Warrant #9 payroll for payment.

J. Allen Seconded

All in Favor

MOTION: C. Letendre made a motion to move to New Business a. Board of Health/Department of Environmental Protection (DEP) septic issue

J. Allen Seconded

All in Favor

b) ***Review and act on appointment of members to the Town Administrator Screening Committee:***

- i) Dave Hopson, Chair
- ii) Paul Martin
- iii) Adam Dolby
- iv) Jen Dubiel
- v) Peter Langmore
- vi) Christopher Dunne, ex-officio/nonvoting

MOTION: C. Letendre made a motion to appoint Dave Hopson to the Town Administrator Screening Committee

T. Cousineau Seconded

All in Favor

MOTION: C. Letendre made a motion to appoint Paul Martin to the Town Administrator Screening Committee

T. Cousineau Seconded

All in Favor

MOTION: C. Letendre made a motion to appoint Adam Dolby to the Town Administrator Screening Committee

T. Cousineau Seconded

All in Favor

MOTION: C. Letendre made a motion to appoint Jennifer Dubiel to the Town Administrator Screening Committee
T. Cousineau Seconded
All in Favor

MOTION: C. Letendre made a motion to appoint Peter Langmore to the Town Administrator Screening Committee
T. Cousineau Seconded
All in Favor

MOTION: C. Letendre made a motion to appoint Christopher Dunne as ex-officio/nonvoting to the Town Administrator Screening Committee
T. Cousineau Seconded
All in Favor

- c) *Review and act on notice of award to Cornerstone Building Services for Porter Memorial Library Site Improvements in the amount of forty-eight thousand five hundred seventy-three dollars (\$48,573)*

MOTION: C. Letendre made a motion to approve the notice of award to Cornerstone Building Services for Porter Memorial Library Site Improvements in the amount of \$48,573.00
J. Allen Seconded
All in Favor

Mary Kronholm, Library Board of Directors, joined the Board to ask for approval of Cornerstone Building's quote to complete the site improvements to the Porter Memorial Library. Dunne pointed out that about \$30,000 of this project was paid by state grants.

5) UNFINISHED BUSINESS

None

6) NEW BUSINESS

- a) ***Board of Health/Department of Environmental Protection (DEP) septic issue***

Jennifer Girard, Board of Health Director spoke with the Board asking whether there is a betterment program from DEP which she believes the BOH does not have at this time. Letendre explained this program is to assist those who may need financing for a new septic system. Dunne believes there is something in place, but he is not sure it's a septic program. He will investigate and get back to the Board of Health.

- b) ***Review All Department Expenditure Report***

The Expenditure Report was reviewed by the Board and found no problems.

c) *Hilltown Community Ambulance Association Blandford representative*

Dunne spoke to the Board about the need to find a representative to service on the Hilltown Community Ambulance Board. Dunne will include this on the Town website.

7) **EXECUTIVE SESSION**

Meeting adjourned at 6:30 pm

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

Cara Letendre, Chair

Absent

T. Cousineau, Member

J. Allen, Member