



TOWN OF BLANDFORD
Select Board

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

**MEETING MINUTES
BLANDFORD SELECT BOARD
December 04, 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 Open at 6:00 pm

Meeting is recorded

Cara Letendre opened the meeting by introducing Ira Brezinsky, Interim Town Administrator to the meeting via Zoom. Ira Brezinsky replaced Christopher Dunne as of December 4, 2023, until the time a permanent Town Administrator is appointed.

1) EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

a) Examination of the Select Board Meeting Minutes of November 27, 2023

MOTION: T. Cousineau made a motion to approve the Meeting Minutes of November 27, 2023, as written

J. Allen Seconded

All in Favor

b) MOTION: C. Letendre made a motion to move to New Business a.) Construction documents for Electrical Renovation and Modification to Standby Generator provided by Thomas P. Carlone and Peter Wozniak

T. Cousineau Seconded

All in Favor

2) AUDIENCE PARTICIPATION / PUBLIC COMMENT

Jennifer Girard, Board of Health joined the Board to discuss the eviction of Main Street rental residents reporting that they are out of the home and no longer live in Blandford. The homeowner will take care of cleaning up what has been left on the property.

3) DEPARTMENT REPORTS

a) Highway Department – Dave Waldron

-Liberty Tree was in Blandford to trim the tree in Watson Park Monday, December 4, 2023, at a cost of \$900.

- The Highway Department was awarded the MIIA grant for dash cams for the Highway vehicles for the amount of \$3,035.66.
- Waldron is reporting two interviews for the Highway Laborer position.
- Waldron is meeting with the Water Department about the leak on Russell Stage Road.
- Letendre questioned the position of the barriers on Russell Stage Road and whether they can be moved further back away from the road. Waldron reported they cannot as they would fall into the ditch behind them and noted the barriers are there in as a safety precaution in case the hill behind them slides.
- Letendre mentioned to Waldron that she spoke to the Tree Warden about working with Highway on tree problems in town.
- Cousineau requested that the Highway Department take all the flags down for the winter. Joann Martin will send the damaged flags for repair and the rest in storage for the winter.

b) Town Administrator

i) Free Cash available in FY24 certified at \$519,844

Free Cash for FY24 has been certified by the DOR of \$519,844. Letendre reported Free Cash for FY23 was around \$750,000.

ii) Water Department Enterprise Fund Retained Earnings certified at \$56,375

Retained earnings certified from DOR for the Water Department was \$56,375.

iii) Broadband Networks Operations Enterprise Fund Retained Earnings certified at \$251,877

Broadband (Municipal Light Board) was certified by DOR for \$251,877.

iv) Town Administrator Search Process

Brezinsky reported the original idea and hope was to have active interviews tonight, but we do not. The decision from the Screening Committee is not to send only one candidate forward. Brezinsky reported the Committee will be interviewing three new candidates Thursday, December 7.

4) ACTION ITEMS

a) Review and act on Inter-Governmental Agreement (IGA) with Springfield Water & Sewer Commission for South Street roadwork

Letendre explained this agreement covers the work Springfield Water will be doing on South Street logging and their intention to maintain any damage to the road after logging up to \$5,000. Town Counsel has vetted this agreement.

MOTION: C. Letendre made a motion to approve the Inter-Governmental Agreement (IGA) with Springfield Water & Sewer Commission for South Street roadwork

T. Cousineau Seconded

All in Favor

b) Review and act on Inter-Governmental Agreement (IGA) with Springfield Water & Sewer Commission for Fire Department backpack sprayers

Letendre explained this agreement will pay for Fire Department backpack sprayers in the amount of \$2,500 for ten backpacks.

MOTION: C. Letendre made a motion to approve the Inter-Governmental Agreement with Springfield Water & Sewer for Backpack Sprayers for the Blandford Fire Department.

J. Allen Seconded

All In favor

c) Review and act on Warrant #11

MOTION: C. Letendre made a motion to approve Warrant #11 for payment

T. Cousineau Seconded

All in Favor

d) Review and act on PVPC CDBG Warrant #28

MOTION: C. Letendre made a motion to approve Pioneer Valley Planning Community Development Warrant #28 for payment

T. Cousineau Seconded

All in Favor

e) Review and act on appointment of Ira Brezinsky to the Town Administrator Screening Committee as a non-voting member

MOTION: C. Letendre made a motion to appoint Ira Brezinsky to the Town Administrator Screening Committee as a non-voting member

J. Allen Seconded

All in Favor

5) UNFINISHED BUSINESS

a) Animal Control / Inspection vehicle

Martin reported Dunne sent an email to the Chester Select Board and Town Administrator outlining the history of this old police vehicle which had fallen through the cracks and appears to be uninsured. Dunne is suggesting the vehicle be sent to the Town of Blandford so the Administrator can sort out the problems and decide if this vehicle is needed. The Town of Chester responded they will be discussing this situation at their meeting of December 04, 2023, and report their findings. This discussion is tabled until the next Select Board meeting.

MOTION: C. Letendre made a motion to table the Animal Control/Inspection Vehicle until the December 11, 2023, Select Board meeting.

T. Cousineau Seconded

All in Favor

6) **NEW BUSINESS**

a) ***Construction documents for Electrical Renovation and Modification to Standby Generator provided by Thomas P. Carlone and Peter Wozniak***

John VanHeynigen, Blandford's Electrical Inspector met with the Board to update them on the electrical renovations and modifications to the standby generator at the Town Hall and the construction quote presented by the Architect, Thomas Carlone and Electrician, Peter Wozniak. VanHeynigen informed the Board that the lead time to order the transfer switch that needs to be replaced is presently experiencing a 42-week lead time at a cost of approximately \$32,000. He is suggesting that we order this switch now to save time and money in preparation for the construction start up. A portion of this project will be covered by ARPA funds. Letendre and Brezinsky will also investigate what ARPA funds are still available.

7) **EXECUTIVE SESSION**

Meeting adjourned at 6:45 pm

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

Cara Letendre, Chair

T. Cousineau, Member

J. Allen, Member