



TOWN OF BLANDFORD
Select Board

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

**SELECT BOARD
MEETING MINUTES
October 21, 2024
6:00 pm**

Meeting held in the Select Board Chamber, Town Hall

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

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

a) *Examination of the Select Board Meeting Minutes of July 29, 2024*

MOTION: C. Letendre made a motion to Table the Select Board Meeting Minutes of July 29, 2024, until the next Select Board Meeting.

T. Cousineau Seconded

All in Favor

b) *Examination of the Select Board Executive Session Meeting Minutes of July 29, 2024*

MOTION: C. Letendre made a motion to approve the Select Board Executive Session Meeting Minutes of July 29, 2024

T. Cousineau Seconded

All in Favor

c) *Examination of the Select Board Meeting Minutes of August 12, 2024*

MOTION: C. Letendre made a motion to Table the Select Board Meeting Minutes of August 12, 2024, until the next Select Board Meeting.

T. Cousineau Seconded

All in Favor

2. *AUDIENCE PARTICIPATION / PUBLIC COMMENT

George Reichert – Post Office Update

DEPARTMENT REPORTS

1. *Town Administrator – C. Ferrera*

- a) **Gill Engineering – Funding Contract:** Ferrera explained this was a project that was done through One Stop. Blandford got \$100,000 in grant money. The Gill Engineering project came in at \$130,759. Ferrera reported she did not see the \$30,759 appropriated. We only received the \$100,000 through the One Stop

Grant. Springfield Water & Sewer intends to help financially; however, this will not happen until the next fiscal year. In the meantime, we are on the hook for it currently. Ferrera is asking Finance to make a recommendation regarding where that should be appropriate from, and the Select Board can approve. Ferrera is offering a warning that we cannot sign contracts without our Accountants approving we have the funds to back it up. It looks like this contract was signed for \$130,000 and all that was actually in place was \$100,000. The \$30,000 was not considered in the budget.

Springfield Water & Sewer: Ferrera reported she met with Springfield Water last week regarding the Intergovernmental Agreement (IGA) for the North Lane work and funds for the Brush Truck. Once submitted, we can get the funds for the Brush Truck and proceed with drain improvement on North Lane. Both Allen and Letendre stated they don't know where North Lane is. Allen believes it is in Granville.

**MOTION: C. Letendre made a motion to table the Intergovernmental Agreement between Springfield Water & Sewer and the Town of Blandford for Town Counsel review
T. Cousineau Seconded
All in Favor**

Watson Park & Bicentennial Park Trust: Upon investigating, Ferrera found that our accounting firm, Eric Kinshurf, CPA is responsible for these trusts. Kinshurf has not yet given her an answer.

2. *Highway Superintendent – R. Senecal*

Line Painting: Senecal reported this project may start tonight. The company will finish off in Chester then return to Blandford. They just wanted to get a jump on it as they are actually scheduled for next week.

Huntington Road: Senecal reported 'doing a lot of work on Huntington Road.'

F350: The 350 is back from having the flat-bed installed.

Budget Spending: Senecal stated he has been spending a lot of time on bills as there has been an exorbitant amount of money spent on outside vendors. This will end as it's killing the budget.

Parking Lot Lines: The line painting in the parking lot is done.

3. *Board of Health – J. Girard*

MOTION: C. Letendre made a motion to table the Board of Health Report until the next Select Board meeting.

T. Cousineau Seconded

All in Favor

4. *State Animal Inspector – Requesting a Vehicle*

Jessica Carrington, State Animal Inspector, joined the Board to update them on her progress as animal inspector for the Town of Blandford. She is reporting she has received the barn inspection regulations from the State. Carrington is reporting she is not comfortable taking her own personal vehicle for these inspections. Cousineau reminded her we have a town vehicle in front of the Town Hall she can sign it out whenever needed.

5. **ACTION ITEMS**

a) *Approve Warrant #07 Payroll for payment.*

MOTION: C. Letendre made a motion to table Payroll Warrant #07 until the next Select Board Meeting

T. Cousineau Seconded

All in Favor

b) *Approve Warrant #08 Payroll for payment*

MOTION: C. Letendre made a motion to table Payroll Warrant #08 until the next Select Board Meeting

T. Cousineau Seconded

All in Favor

c) *Approve Warrant #09 Payroll for payment*

MOTION: C. Letendre made a motion to table Payroll Warrant #09 until the next Select Board Meeting

T. Cousineau Seconded

All in Favor

d) *Approve Warrant #09 Select Board AP*

MOTION: C. Letendre made a motion to approve Warrant #09 Select Board AP for payment

T. Cousineau Seconded

All in Favor

e) *Approve Warrant #09 Water Department AP*

MOTION: C. Letendre made a motion to approve Warrant #09 Water Department Accounts Payable for payment

T. Cousineau Seconded

All in Favor

f) *Appoint Susan Bloomrose as Election – Poll Worker for the term July 1, 2024, through June 30, 2025*

MOTION: C. Letendre made a motion to appoint Susan Bloomrose as Election-Poll Worker for the term July 1, 2024, through June 30, 2025

T. Cousineau Seconded

All in Favor

g) *Appoint Judith MacKinnon to Election – Poll Worker for the term July 1, 2024, through June 30, 2025*

MOTION: C. Letendre made a motion to appoint Judith MacKinnon as Election-Poll Worker for the term July 1, 2024, through June 30, 2025

T. Cousineau Seconded

All in Favor

h) Appoint Brittney Stuck to Election – Poll Worker for the term July 1, 2024, through June 30, 2025

MOTION: C. Letendre made a motion to appoint Brittney Stuck as Election-Poll Worker for the term July 1, 2024, through June 30, 2025

T. Cousineau Seconded

All in Favor

i) Liquor License Renewal Fee – The Blandford Country Store and Blandford Country Club

MOTION: C. Letendre made a motion to approve the Liquor License fee of \$100 for the Calendar Year January 01, 2024, through December 31, 2025.

T. Cousineau Seconded

All in Favor

j) Approve Warrant for State Election – Town Clerk – Table. Take care at previous meeting.

k) Approve Intergovernmental Agreement with Springfield Water & Sewer-Road Improvements

MOTION: C. Letendre made a motion to table the IGA with Springfield Water for Road Improvements

T. Cousineau Seconded

All in Favor

l) Approve Intergovernmental Agreement with Springfield Water & Sewer-Brush Truck

MOTION: C. Letendre made a motion to table the IGA with Springfield Water for Brush Truck funding

T. Cousineau Seconded

All in Favor

6. NEW BUSINESS

a) Payroll Errors – Joann Martin

Martin reported to the Select Board that she will be working with Sara Hunter, Treasurer on Payroll problems. Martin reported these forms have legal implications and if not filled out properly can be a liability to the Town. Some of the forms have been altered and she is experiencing a lot of errors coming through. Letendre mentioned holding an information departmental meeting. Martin will look into this.

b) Recreation Resignation – Keri Morawiec

MOTION: C. Letendre made a motion to approve the resignation of Keri Morawiec from the Recreation Committee

T. Cousineau Seconded

All in Favor

6. UNFINISHED BUSINESS

Mike Wojek, Town Resident met with the Board regarding the fence Wojek had installed in Veteran's Park. Letendre is explaining to Mr. Wojek that before any project is done in the Town today, it has to be included in the actual budget adding that our entire fiscal year, we are focused on what is in the budget and collecting new Capital Projects such as this to be considered in this fiscal year. Mr. Wojek stated he was told there is \$10,000 in the budget for that Common. Ferrera corrected him stating these funds are for veteran's services. It is different. Letendre explained that the money in the budget for FY25 is for the maintenance of the Common only, not for any major projects. That would have to be budgeted for FY26. The maintenance on the Common consists of mowing and volunteers take care of the flags. There is a fund set up for purchasing flags. Bring these requests to the Administrative Assistant in the Town Administrator's office. Letendre added if there is something else that needs to be taken care of such as this fence, proper channels have to be met, and it has to be in the budget. Wojek said the Legion will pay for this. Allen reminded Mike that he handed him an estimate which Allen stated he would 'give it to Joann. We don't have the money in the budget for that' so she will make sure the Town Administrator has this, and we will get it into Town Meeting or in the FY26 budget. Ferrera also warned that people doing unauthorized work for the Town is a liability. Letendre reminded Wojek that now that we have a Town Administrator, we are running like a business. In the past things were done loosely at a cost the Town for these mistakes. We have a sound process for budgeting, complaints, and accounting problems, and we depend on our Town Administrator. You will see that things are done differently than in the past and that is because we are following due process. Rene Senecal noted that the fence in Veteran's Park was damaged by highway.

7. EXECUTIVE SESSION

- a) *Executive Session in accordance with G.L. c. 30A, §21(a)(2) to discuss strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions or contract negotiations with union personnel*

- b) *Executive Session in accordance with G.L. c. 30A, §21(a)(2) to discuss the purchase, exchange, lease, or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiation position of the public body.*

MOTION: C. Letendre made a motion to go into Executive Session in accordance with G.L. c. 30A, §21(a)(2) to discuss strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel not to reconvene

J. Allen Seconded
All In Favor

AND

MOTION: C. Letendre made a motion to go into Executive Session in accordance with G.L. c. 30A, §21(a)(2) to discuss strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel not to reconvene

J. Allen Seconded
All In Favor

Roll Call Out: C. Letendre – Yes; T. Cousineau – Yes; J. Allen – Yes

Meeting adjourned at 7:00 pm

Submitted by Joann Martin
Administrative Assistant to the Select Board

Cara Letendre, Chair

T. Cousineau, Member

J. Allen, Member