



TOWN OF BLANDFORD
Select Board

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

**SELECT BOARD
MEETING MINUTES
November 18, 2024
6:00 pm**

Meeting held in the Select Board Chamber, Town Hall

In attendance: C. Letendre, Chair-Absent; T. Cousineau, Member; J. Allen, Member; C. Ferrera, Town Administrator Meeting Opens at 6:01 pm

1. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

a) *Examination of the Meeting Minutes of November 04, 2024*

MOTION: C. Letendre made a motion to table the meeting minutes of November 04, 2024, until the next Select Board Meeting

J. Allen Seconded

All in Favor

1. AUDIENCE PARTICIPATION / PUBLIC COMMENT*

None

2. DEPARTMENT REPORTS

a) *Interim-Highway Superintendent – Rene Senecal*

None

b) *Town Administrator – Cristina Ferrera*

- ***Highway Superintendent Draft Job Description:*** Ferrera distributed copies of the draft job description for the Board to review over the week and get back to her with changes/corrections/additions.
- ***ACO Vehicle Title:*** Blandford donated their ACO vehicle to the Town of Chester in FY23, however, the title could not be found. Ferrera found the title in her office files and has presented it to the Select Board for signature.
- ***Gill Engineering:*** Senecal & Ferrera met with Gill Engineering regarding the outstanding work to be done on Beech Hill Road. The second round of grants for the construction phase did not come through as expected. Ferrera believes we don't need to pay for permitting at this stage, which is at a cost of \$13,000 so those funds can go toward the balance due at this time. She reported we can apply for this One-Stop Grant again in March 2025.
- ***Pudding Hill Farm:*** Ferrera spoke with KP Law regarding the Host Community Agreement with Pudding Hill which will be drawn up and vetted by town counsel and presented to the Board for signature.

- **MEMA:** Ferrera had a meeting with MEMA to work on a new Comprehensive emergency management plan. This is not our Hazard Mitigation Plan. This is completely different. This plan is just for our records and should be signed by the Select Board. This needs to be done every five years.
- **Kinsherf, CPA:** Ferrera has a meeting with Eric Kinsherf on Wednesday to talk about hiring a new Town Accountant. Kinsherf is eager for the Town to go out to bid for a Town Accountant, however, under Chapter 30b, we are not obligated to go out to bid for a certified public accountant. Kinsherf would like us to get someone as soon as possible for this transition.
- **CBDG Grants:** This is a grant for \$39,000 we did not get so it falsely looks like we are in a deficit with that grant account. It was because there were checks that were cut to PVPC either in duplicate or in error. Ferrera asked that those checks be voided so that account will be zero.
- **SOOFA Sign:** Ferrera met with the Soofa team, and they agreed our final bill for the time they spent on this project will be decreased from \$5,000 to \$2,500. This will be paid on the next warrant.
- **Issues at 83 Main Street:** Ferrera and Dolby have been in touch with the Board of Health to investigate. There appears to be a lot of debris or illegal dumping on the property which is vacant at this time.
- **Weston & Sampson/City Point Partners:** Ferrera and Hopson have a meeting with Weston & Sampson Wednesday to put together the presentation for the Annual Town Meeting. Once the draft warrant is finalized, she will send it to town counsel and ultimately to the Select Board for signature.

3. ACTION ITEMS

a) *Approve Blandford Country Club's Liquor License for 2025 Calendar Year*

MOTION: C. Letendre made a motion to grant the Calendar Year 2025 Liquor License to the Blandford Country Club at 17 North Street Blandford, MA 01008

J. Allen Seconded

All in Favor

b) *Approve The Blandford Country Store's Liquor License for 2025 Calendar Year*

MOTION: C. Letendre made a motion to grant the Calendar Year 2025 Liquor License to The Blandford Country Store at 98 Main Street Blandford, MA 01008

J. Allen Seconded

All in Favor

c) *Approve Plowing Request for Maple Lane, Blandford, MA requested by residents.*

MOTION: C. Letendre made a motion to direct the Highway Department to plow Maple Lane in Blandford, MA for the winter of 2024/2025

J. Allen Seconded

All in Favor

d) *Approve Plowing Request for Beagle Club Road, Blandford, MA requested by residents.*

MOTION: C. Letendre made a motion to direct the Highway Department to plow Beagle Club Road in Blandford, MA for the winter of 2024/2025

J. Allen Seconded

All in Favor

e) Approve FY25 Warrant #10 Payroll for payment.

MOTION: C. Letendre made a motion to approve Warrant #10 Payroll for payment

J. Allen Seconded

All in Favor

f) Approve FY25 Warrant #11 Select Board Accounts AP for payment.

MOTION: C. Letendre made a motion to approve Warrant #10 Select Board Account Payable for payment

J. Allen Seconded

All in Favor

g) Approve FY25 Warrant #11 Water Department AP for payment.

MOTION: C. Letendre made a motion to approve Warrant #10 Water Department Accounts Payable for payment

J. Allen Seconded

All in Favor

h) Approve FY25 Warrant #11 Payroll for Payment

MOTION: C. Letendre made a motion to approve Warrant #10 Payroll for payment

J. Allen Seconded

All in Favor

4. NEW BUSINESS

a) George Reichert – Park Clean Up

George Reichert volunteered to take on the project of cleaning up Bicentennial Park as the Town has had problems securing a landscaping company to take care of this park. The following things were taken care of as well as Reichert voicing his concern about what will be done to take care of the park in the future making suggestions for hiring and taking care of these things in the future.

- The new sign was put up at the post office.
- The broken window in the Fire Department Training Center side of the building has been repaired.
- The building has been painted and the paint has been touched up around the window shutters.
- Bicentennial Park has been cleaned up for the winter and hoses are winterized.
- The Plumbing work has not yet been completed on the Post Office side of the building. The Town Administrator is working on this.

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 union personnel
J. Allen Seconded
All in Favor

Roll Call in: C. Letendre – Yes J. Allen – Yes T. Cousineau - absent

5. 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

Submitted by Joann Martin
Administrative Assistant to the Select Board

Cara Letendre, Chair

Absent

T. Cousineau, Member

J. Allen, Member