



**TOWN OF BLANDFORD**  
Select Board

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

**SELECT BOARD  
MEETING MINUTES  
December 09, 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 Meeting Minutes of October 28, 2024*

**MOTION:** C. Letendre made a motion to approve the Select Board Meeting Minutes of October 28, 2024, as written

**T. Cousineau Seconded**

**All in Favor**

*b) Examination of the Executive Session Meeting Minutes of October 28, 2024*

**MOTION:** C. Letendre made a motion to TABLE the Select Board Executive Session Meeting Minutes of October 28, 2024, as written

**T. Cousineau Seconded**

**All in Favor**

**1. AUDIENCE PARTICIPATION / PUBLIC COMMENT\***

None

**MOTION:** C. Letendre made a motion to go to New Business a) Steve Hart – Zoning Board of Appeals question

**T. Cousineau Seconded**

**All in Favor**

**2. DEPARTMENT REPORTS**

*a) Interim-Highway Superintendent – Rene Senecal*  
Table

*b) Town Administrator – Cristina Ferrera*

- *Applications for Highway Laborer*

Ferrera reported she had not received an eligible application for Highway Laborer to date.

- **Highway Superintendent Interest**

Ferrera reported she had received some interest from existing employees for this position and 3 applications as well.

- **Review of New Accountant Contract - table**

- **Town Hall Electric Update**

A contract was signed with Kinsley for the back-up generator. They came to investigate November 1 and did a Level 2 inspection. Ferrera asked for the details. Kinsley sent a quote: 'Due to the results of the level 2 inspection, there is a load bank unit due to wet stacking'. The cost of repair will be \$2,589.63. Ferrera does not know what this is stating there is a need for a maintenance person in this building. Ferrera will let Kinsley know we are currently in the process of getting the switch which should correct the problem. If that is the case, we do want to have this maintenance done.

- **Warrant for Special Town Meeting**

The Warrant for the Special Town Meeting has been completed. It has been published in the Country Journal.

- **Budget Preparation FY26**

The paperwork for FY26 budget has been sent out to all departments. Ferrera added an additional form for grants so any department working on a grant should report the details on this form.

- **Town Water Bills**

Ferrera reported there is \$32,000 which was put aside to pay these bills in FY25. There has been some talk about the indirect cost for the Water Department and the possibility of swapping off paying the water bills for a reduction to their indirect cost. Ferrera pulled the bills to find that the existing bills in house total \$47,522 in that line item. The budget will need to be adjusted for FY25 as the FY24 bills have not been held because of these on-going conversations. Ferrera will work on getting the old bills paid.

- **UniBank**

Ferrera has an appointment with UniBank on January 19 to discuss our bond rating moving forward. Hopefully, the interest rate will be lowered on any future borrowing.

- **Weston & Sampson/City Point**

Waiting for responses from Weston & Sampson and City Point. Ferrera reviewed their contracts. Weston & Sampson contract numbers line up, City Point Partner contract numbers do not line up. She has contacted City Point and is waiting for their response.

c) **Board of Health – Jennifer Girard, Director**

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3. **ACTION ITEMS**

a) **Approve and Sign ABCC Annual Report for Calendar Year January 01, 2025, through December 31, 2025**

**MOTION: C. Letendre made a motion to approve the ABCC Annual Report for Calendar Year January 01, 2025, through December 31, 2025**

**T. Cousineau Seconded**

**All in Favor**

- b) *Approve and Sign ABCC Seasonal Population Increase for Calendar Year January 01, 2025, through December 31, 2025*

**MOTION: C. Letendre made a motion to approve the ABCC Seasonal Population Increase for Calendar Year January 01, 2025, through December 31, 2025**

**T. Cousineau Seconded**

**All in Favor**

- c) *Approve and Sign ABCC Renewal Certification for Calendar Year January 01, 2025, through December 31, 2025*

**MOTION: C. Letendre made a motion to approve the ABCC Renewal Certification for Calendar Year January 01, 2025, through December 31, 2025**

**T. Cousineau Seconded**

**All in Favor**

**4. NEW BUSINESS**

- a) *Steve Hart – Zoning Board of Appeals interest*

Steve Hart, Anne Emo, Sean O’Claire are deacons at the First Congregational Church on Main Street in Blandford. What they would like to do is move their sign which is currently hidden behind to ramp and difficult to see. The Church would like to bring the sign forward, so it is more visible. They are not looking to change the size. Ferrera requested they allow her a couple days to research and work with Zoning on this issue.

- b) *All Departmental Expenditure Report Review*

The Board reviewed the report and worked with the Town Administrator online items with problems.

***Meeting adjourned at 6:45 pm***

Submitted by Joann Martin  
Administrative Assistant to the Select Board

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Cara Letendre, Chair

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T. Cousineau, Member

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J. Allen, Member