



TOWN OF BLANDFORD
Select Board

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

**SELECT BOARD
MEETING MINUTES
January 06, 2025
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 21, 2024

MOTION: C. Letendre made a motion to approve the Meeting Minutes of October 21, 2024, as written

**T. Cousineau Seconded
All in Favor**

b) Examination of the Executive Session Meeting Minutes of October 21, 2024

MOTION: C. Letendre made a motion to approve the Executive Session Meeting Minutes of October 21, 2024, as written

**T. Cousineau Seconded
All in Favor**

c) Examination of the Select Board Meeting Minutes of October 28, 2024

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

**T. Cousineau Seconded
All in Favor**

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

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

**T. Cousineau Seconded
All in Favor**

e) Examination of the Select Board Meeting Minutes of November 04, 2024

MOTION: C. Letendre made a motion to approve the Meeting Minutes of November 04, 2024, as written

T. Cousineau Seconded
All in Favor

f) *Examination of the Executive Session Meeting Minutes of November 04, 2024*

MOTION: C. Letendre made a motion to approve the Executive Session Meeting Minutes of November 04, 2024, as written
T. Cousineau Seconded
All in Favor

g) *Examination of the Select Board Meeting Minutes of November 18, 2024*

MOTION: C. Letendre made a motion to approve the Meeting Minutes of November 18, 2024, as written
T. Cousineau Seconded
All in Favor

h) *Examination of the Executive Session Meeting Minutes of November 18, 2024*

MOTION: C. Letendre made a motion to approve the Executive Session Select Board Meeting Minutes of November 18, 2024, as written
T. Cousineau Seconded
All in Favor

2. **AUDIENCE PARTICIPATION / PUBLIC COMMENT***

- a) ***Belle Flueu:*** Armel Romelus, co-owner of Belle Fleur, joined the board to discuss the need for a new Host Community Agreement. Ferrera knew of their visit and has been working on an updated Host Community Agreement for Blandford/Belle Fleur. Ferrera explained the Cannabis Control Commission has changed their format of their host community agreements Ferrera presented them with what she and town council have put together to take with him. This will be approved at a future Seet Board meeting.

3. **DEPARTMENT REPORTS**

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

b) *Town Administrator – Cristina Ferrera*

- ***FRCOG Highway Bids: Select Board to Sign FY26 Contract for Collective Highway Bid (5% increase)***

MOTION: C. Letendre made a motion to approve the FRCOG Highway Bids for FY26 Contract for Collective Highway Bid
T. Cousineau Seconded
All in Favor

- ***New Town Accountant: New Accounting Firm meeting with Kinsherf and Blandford's IT Department***
Ferrera reported she met with Sara Hunter, Treasurer, Kelli Pontbriand, potential new Accountant and Eri Kinsherf to get Kelli set up to begin with Blandford on January 02, 2025. Pontbriand reported she is waiting for her access to Vadar, email and Softright but is ready to get started. Any bills in the month of January should be emailed to Kinsherf's office as well as to Pontbriand.
- ***PVPC Historical Commission Line-Item Error***
Ferrera spoke with Barnard and Shannon Walsh of PVPC. There was \$5,000 available for Historical Consultant work. Barnard stated that there was an excess of \$2,500 from the previous budget and was told by previous Town Administrator that it would be carried forward to FY25 budget resulting in a total of

\$7,500 available. That did not happen. Only the \$5,000 was included in the new budget. Barnard is looking for the balance of 5,000 that was supposed to be transferred from FY24 to fy25 which did not happen. Letendre noted that if there is an issue and more funds are needed by the end of year, the Historical Commission should come forward.

- **Budget Requests:**
Budget packets have been sent to all departments for Blandford's FY25 Budget meetings.
- **Treasurer Payments:** Ferrera is reminding all departments that "Best Accounting Practices" dictates that all checks received by the Town of Blandford should be deposited within a week.
- **Water Rate Study:** Gordon Avery has been looking for information about the recent Water Rate Study. A lot of the information he was looking for was very generalized stuff that the Town of Blandford does not do as it is not how our system is set up.
- **Blandford's Accounting Department sent five years of Annual Town Reports**
Kinsherf sent over 5 years of Annual Town Reports that contain the fiscal information that the Water Department would need. Kinsherf even hi-lighted what Avery was asking for.
- **Water Department Meeting November 07 with Treasurer and Bond Council**
Ferrera is meeting with Sara Hunter, Blandford's Treasurer, and the Bond Council to discuss the Green light letter which will allow the Water Department to pay these mounting bills, however, this may not happen this week. Ferrera has sent over five years of Town reports that contain the fiscal information the Water Department would need. Mary Kronholm will be meeting with the Bond Council as well. Ferrera mentioned Kronholm has been very helpful through this process. Ferrera reported that with all the scrambling to get this to the Bond Council quickly, three weeks later we have heard nothing. In the meantime, the Water Department has halted all work. The Select Board and Town Administrator are asking for a copy of the contract the Water Department signed for their review.

c) Board of Health – Jennifer Girard, Director

-Main Street Properties – Girard believes there has been an offer on one of the problem properties in question on Main street. The second property seems to be infested with rodents. Girard will follow up in a month.

-Brookman Drive: Girard reported receiving another complaint from Brookman Drive and reported there have been many inspections by DEP on this property.

-Inspections: DEP will do their inspection on the Transfer Station this Saturday and the Board of Health will be doing the plaza inspections as well.

- Permit Eyes – Her Department will look into using Permit Eyes for distributing Transfer Station Decals.

-Swap Shop - Girard spoke of the grant that was received for the Swap Shot of \$6,000. Unfortunately, they need \$15,000 more for this project. This will be a space where residents can drop off gently used appliances, etc.

d) Water Department – Gordon Avery

- **Interim Loan** – Table

Meeting Adjourned at 6:40 pm

Submitted by Joann Martin
Administrative Assistant to the Select Board

Cara Letendre, Chair

T. Cousineau, Member

J. Allen, Member