

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
July 25, 2017

Call to Order at 7:01 p.m. by Sheila Litchfield, Chair with Robyn Provost-Carlson and Kara Leistyna, Town Coordinator present. Apologies for Absence: Brian DeVriese. See sign in sheet for other attendees.

Reviewed Agenda: Robert Kragen may stop in tonight; Aaron Bean unable to attend tonight. Attending on behalf of Westfield Gas & Electric will be: John Leary, IT Supervisor, Caitrin Ferriter, Key Accounts Sales Manager and Point of Contact, and Rich Carnall, IT Senior Architect.

Westfield Gas & Electric: John Leary provided an introduction and overview of make ready process for last mile infrastructure project. Heath will need a project manager who will work with WG&E on behalf of Heath during Make Ready phase. Discussed possible implications of pole survey – need more information in order to get real number for make ready cost. John Leary expressed his appreciation to be meeting tonight to discuss this project. WG&E will walk the town for accurate survey of poles – no need to worry about initial 46% result from Osmose survey. Will work through engineering/design & procurement together, specific for Heath and all paid through grant from State. By working carefully, step by step, everyone will gain a very good understanding of the process. The State is very aware that towns, such as Heath, may be short on funds for full cost of project. The Lt. Governor is visiting WG&E for project kick-off and to understand the work WG&E will undertake. As a group, we will work towards goal of real numbers, and with what money is available – these decisions will be made in the future when more information is available. It is important to have accurate information on town data (number of dwellings, criteria for dwellings, length of drops, etc.). Need to sort out Mohawk Estates and what is considered a dwelling there. Caitrin Ferriter will serve as coordinator and share information back and forth through FTP site for documents, etc. A marketing day may be arranged for residents to ask questions and learn about the process and product. A mock up may be provided to describe the equipment and present streaming options. Sign up could be arranged via a special website tailored for Heath residents. The website could help track applications – a snapshot to see how it's progressing. Reviewed cost estimates. Negotiation will serve an important step in deferring cost and determining status of poles, and edge cases, as well as how far town will cover vs. cost to homeowner. When working MLP to MLP, the Town enjoys a lower percentage for procurement/management – 6%. Discussed process – meetings and/or conference call will occur roughly on a weekly basis. Informational flow is critical for success of this very important project and again, reason for designated contact person. The agreement dating back to the 1930s could be beneficial – it may help in negotiation process or hinder it. Discussed the Memorandum of Agreement draft. WG&E will send to legal for changes, and then Town will have Town Counsel review. Once issues are resolved, Board will sign, then WG&E will schedule a kick-off meeting in Westfield. John Leary again shared that WG&E is glad to be doing this project; they really take pleasure in this work.

8:33 p.m. WG&E left meeting. Al Canali and Art Schwenger left at 8:35 p.m.

Heath Rural Connection: Members will meet with BOS on August 8 to discuss Internet Café proposal. Select Board will defer to Community Hall Chair's opinion and Use Policy for the Community Hall. Great ideas and good energy are coming from this private group of residents and the Board wants to encourage their involvement in established town committees/boards. Will revisit conversation on August 8.

Robert Kragen: Mr. Kragen approached the BOS in an effort to communicate his need for a variance through the Zoning Board of Appeals. BOS does not handle variance requests and Mr. Kragen was referred to the ZBA and encouraged him to work with that Board first.

9:05 p.m. Robert Kragen left meeting.

Minutes: *On a motion by Robyn Provost-Carlson and seconded by Sheila Litchfield, the Board voted unanimously to approve the minutes of 6/27/17 and 7/11/17 as amended.*

Other Business:

- Fire Chief/ Transition: The Board discussed position and based on Ken Gilbert's request, they will not re-appoint Ken to the role of Fire Chief however, Ken will serve in this role until a successor is appointed. Also, as a follow up to Chief's concern at previous meeting regarding concerns/training of on call firefighters, MIIA, our insurance provider has never heard of any claims against a chief or town in cases of fatality/ level of training. Robyn met with Colrain Fire Chief and found the meeting very informative in organization of department and looking for ways to collaborate.
- Officer-In-Charge: The Board discussed this position and Melinda Herzig shall continue in this role until further notice. Currently, there is a case in litigation which cannot be discussed until it resolves.
- FY18 Appointments: *On a motion by Sheila Litchfield, and seconded by Robyn Provost-Carlson, the Board voted unanimously to accept Larry Sampson's resignation from Heath Cultural Council and vote to appoint Jean Gran to serve on Heath Cultural Council for three years.*
- Town-Owned Distressed Properties: Robyn will do some research on quotes for asbestos testing for 5 Ledges Road.
- Colrain Ambulance: The Board will meet with Gary Ponce, if necessary, on August 22. The Board supports what the team identifies as needs. If no specific or urgent needs at this time, the BOS feels they do not need to be part of this larger discussion coordinated by Gary Ponce.
- Heath School Transition: Kara will contact Tom Poulin at Crocker regarding phone service.
- Bob Barclay: Kara will respond that currently transfer station project is budgeted and does not include additional ramp for bottle/can/cardboard containers but will consider in future planning. Attendant is available to assist residents when needed.
- Public Records Request: Kara will ask Melinda to notify Select Board when request has been satisfied.
- Animal Control: Need to find someone to serve in this role for Heath.

Review Minutes: *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve 6/13/17 minutes as amended.*

Mail/ Email:

- Several emails from Robert Kragen re: ZBA matter (9 pages)
- Colrain request for support letter for MassWorks grant

- Emails from Gary Ponce re: Colrain Ambulance
- Email response from Andrea Woods re: MLP procurement (response to sheet presented by WG&E)
- Email response from Andrea Woods re: Procurement from Town to District
- Email from Betsy Kovacs re: Follow up with FRCOG Health Agent
- Emails re: MBI Planning Grant
- Email from Sheila and others re: Internet Café Proposal and HRC Group (7 pages)
- HRA summary of activity and balance of funds. In following up, Glen reports that the funds have been depleted with two additional projects.
- Heath Elementary Update from Tim Lively
- Email from Phoebe Walker re: FRCOG Birthday
- Email from Mark Reich re: Police appointment.
- Email from Robyn re: Heath cruiser in Colrain
- Email from Kris Nartowicz re: Foreclosure 124 Rt. 8A North
- Email from Bob Barclay re: Transfer Station
- Email cc'd to BOS Public Records Request to Melinda Herzig
- Email from Daniel Nietzsche re: Shared Policing and agenda
- Town Hall Specs (for signs). Kara meeting with Ben tomorrow or Thursday to confirm size/price. Total: \$1,225
- Email from NuGen Capital re: Solar Project Overview.

Other Separate Documents for review and/or signatures:

- WG&E MOA draft mark up from Town Counsel
- CEC Sampling Proposal for Landfill. On a motion by Robyn Provost-Carlson, and seconded by Sheila Litchfield, the Board voted unanimously to sign a three year sampling contract for the Tri-Town Landfill.
- Letter from DESE re: Heath School Transition
- Meeting minutes 6/27 and 7/11
- Intergovernmental Agreements and Bidding worksheet
- Petition of Deerfield River Electric Co. for Pole and wire locations 1930
- City and Town 7/20/17
- Accountant's Cash Reconciliation – June
- The Beacon
- Town Coordinator's Report: Kara will respond to David Muenkel's request for Transfer Station evening hours.
- Letter to Board of Assessors
- Letter to Leland Sherman
- Letter to David Cruz – Final Grant Payment Request (Fire Dept.)
- Letter to Jim Barry
- Detectoguard revised proposal for Heath School
- Cabot Risk Strategies Premium Notifications for Town Owned Properties
- 2018 Tax Map Maintenance Proposal for Town of Heath (Assessors)

Signed documents.

Next meeting scheduled August 8, 2017 at 7 p.m.

There being no further business to come before the Board: *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to adjourn at 11:00 p.m.*

Respectfully presented,

Kara M. Leistyna
Town Coordinator