

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
August 29, 2017

Call to Order at 7:03 p.m. by Sheila Litchfield, Chair with Brian DeVriese and Kara Leistyna, Town Coordinator present. Apologies for Absence: Robyn Provost-Carlson. See sign in sheet for other attendees.

Reviewed Agenda: Colrain Ambulance staff and Fire Chief, Ken Gilbert, 7 pm. Minutes to be reviewed at next scheduled meeting.

Mail/ Email:

- Emails from Art Schwenger re: Mohawk Trail Woodlands Partnership – Update
- Email from Sheila re: Task Force Question and Budge’s response. Sheila will follow up on MTRSD requests for furniture.
- Emails re: MLP conference
- Email re: Brownfield’s Phase I for #3 Ledges Road. Action: Is the BOS in agreement to proceed?
- Email from Hilma to Linda Marcotte
- Email from Linda Marcotte re: dog complaint
- Email from Heath PD – response to public records request
- Various documents re: public records request from Linda Marcotte
- Email from Robyn re: Letter from Gary Singley
- Email from Kris Nartowicz re: town owned property and tenant vacating
- Letter from Alli Thane re: trees. Highway Dept. will be notified and asked to assess.
- Share you Zip Code Story for DOR
- Confirmation letter from Governor re: \$820,000 grant funding for Broadband Build-out
- Notification of Preliminary Certification from Bureau of Local Assessment
- Confirmation that contract with Eagle Elevator has been renewed for the next year (see full contract on flash)
- Legislative Breakfast announcements
- Email from Linda Dunlavy re: CCC applications.

Other Separate Documents for review and/or signatures:

- Treasury/Payroll Warrants
- Disbursement Request for MBI Last Mile Funds for Professional Services (\$380,000). *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted to sign.*
- Crocker Communications Service Order for Heath School Internet (one time charge of \$99.95 and \$109.95/monthly). *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted to sign.*
- On Solve (E911) Contract for CodeRed calling system. *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted to sign.*
- City and Town (hard copy)
- WG&E Contract for Broadband Professional Services. *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted to sign.*
- WiredWest Revised MOU – for review
- Town Coordinator Report

Colrain Ambulance: Gary Ponce provided a basic review of times/trends over last three years. There have been some personnel additions – four paramedics and this helps to reduce response time. Gary shared the importance of having ability to add a medic to ambulance staff which results in better care and faster response. The Fire Dept. and Police Dept. are working together to identify areas that may need improvement. Training has greatly improved which overall reduces EMS stress. MOU needs renewal soon for another three year period. Colrain is looking to replace their 12 year old ambulance in FY19. Fundraising efforts will increase over the next year. May ask Towns to assist but will be sure to give ample advance notice to allow for planning. Cost new is \$262,000. Valley Gives Day has been helpful in raising funds. Heath Fire personnel have engaged with Colrain in training. To sum up, Gary feels the last three years have been successful. Cooperation is critical and they always strive to provide the best service. The Heath Select Board shared their appreciation and are pleased with the services thus far. MOU will renew 12/29/17.

7:16 p.m. Ambulance staff left meeting.

Heath School Update: Tim Lively has a list of inventory. The District has made some requests for particular items. The push mower was removed by the District. Heath could offer trade or surplus purchase a replacement. Discussed items that need to be purchased. Tim will research snow blower and weed trimmer.

7:23 p.m. Tim Lively left meeting.

Melinda Herzig: Melinda will serve as Animal Control Officer until a replacement is found. Discussed shared services. Sheila will review questions from Dan Nietzsche, Emergency Preparedness Coordinator, FRCOG with Melinda to prepare for the next Shared Services Meeting.

7:30 p.m. Melinda Herzig left meeting.

Other Business:

- **Brownfields Project/Request:** The Board of Health requests assent to Phase I Brownfields. The Select Board wishes to wait until a report is submitted after Glen Ayers makes his inspection.
- **Schedule:** Brian will not attend the meetings on 9/12 or 9/26.
- **Authorization:** Due to timing of Select Board meetings and time sensitive matters, *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to give Kara Leistyna temporary authority to make decisions on NGrid easement matter for compactor project; landfill mowing award; and highway salt & sand awards (with input from Mike Shattuck).*
- **Jonathan Diamond:** Will complete his request for use of school building and meet with Select Board on 9/12 to discuss.
- **BOH Clerk:** *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board appointed Melissa Durrin to serve as Board of Health Clerk for FY18 at \$14.28/hour.*
- **Energy Advisory Committee:** After speaking with Ed Korash, it seems Heath won't meet the Oct. 31 deadline. In that case, Ed feels we should put the matter on hold until around February and pick up then, do the audits, apply for lighting incentive application, etc. and prepare for proposing adoption of stretch code in May so we can be ready for Green Communities application by Oct. 31, 2018. Select Board will send a letter to committee with target dates for meeting the timeframe for 2018.
- **MLP Conference:** Sheila has prepared for a conference, **“MLP’s: What Small Towns Need to Know,”** to be held at the Heath School on 9/22. Conference will focus on preparing small towns for financial management of broadband make-ready and construction projects. Several area towns are interested in understanding about options including MLP’s, Enterprise Funds, etc. The DOR has been asked to participate. Participants will include members of MLP’s, Select Boards,

Broadband Committees and Town Accountants/ Treasurers. DOR may send guidance and attorneys from KP Law have been asked to provide a legal presentation.

- **Highway Dept.:** Need to review highway positions, job descriptions, and salaries.
- **2020 Census:** Kara will inquire with Art Schwenger on benefit of participation or if town declines (as permitted), if there is a consequence. Total response time is approximated to be about 22 hours.

Signed documents.

Next meeting scheduled September 12, 2017 at 7:00 p.m.

There being no further business to come before the Board: *On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 8:23 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**