

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
December 18, 2017

Call to Order at 7 p.m. by Sheila Litchfield, Chair with Brian DeVriese, Robyn Provost-Carlson, and Kara Leistyna, Town Coordinator present. Also present: Ken Gilbert, Fire Chief and Nick Anzuoni, Colrain Fire Chief. Also, see sign in sheet for other attendees.

Reviewed Agenda: No changes.

Fire Department: Robyn opened meeting and shared that she has been in discussion with Ken Gilbert, Heath Fire Dept. members, and Nick Anzuoni. Ken Gilbert has tendered his resignation effective 12/31/17. Nick is willing to step in on an interim basis for Heath. Further discussions are needed to iron out details. Ken is willing to assume the position of Fire Prevention Officer and will train Tim Lively to fill that role eventually. Colrain has a similar role and they find it effective. Ken is also willing to assist with budget planning, etc. during the transition as well. Discussed compensation and firefighter incentive pay. Colrain uses a revolving account to accept money and make payments. Chief receives a monthly stipend in Heath. Further conversation included an on scene safety officer for which on line training is available. Another issue is lack of officers in Heath currently. Need to discuss further to try to work with crew and research possible training opportunities. Robyn plans to attend tomorrow's firefighter training to inform members about these recent changes. Nick will also plan to attend Tuesday's training. Historically Colrain and Heath train together. Nick shared that he has other time commitments so he has to be mindful of his schedule. He will need time to get acclimated with the crew. Colrain has been assisting with medical calls and they are working well. Ken will be on vacation from Dec. 20-27 and Nick suggests notifying Shelburne Control to tone Colrain during Ken's absence. All agreed it is a good plan to create automatic, higher level of mutual aid. Shared services discussions are taking place and will be helpful in the coming years to pool resources and join forces. Brian shared that the FC Selectmen's Assoc. topic next month will be cooperative agreements and how towns work together to solve issues of diminishing volunteer availability. Having an MOU may reduce red tape and liability. Nick will discuss matters as they arise with Robyn and/or the full Board. Colrain services are excellent and the Board is interested in discussing what works so well and how to transfer ideas and philosophies with Heath to generate success. Incentive pay will be researched and how other comparable towns arrange for compensation. Thank you to Nick and Ken.

On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to accept Ken Gilbert's resignation with regrets, effective 12/31/17.

On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Nick Anzuoni to serve as Heath Interim Fire Chief, effective Jan. 1, 2018, and compensated with monthly stipend in arrears in the amount of \$436.67.

7:30 p.m. Ken Gilbert and Nick Anzuoni left meeting.

Reviewed Minutes: ***On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the minutes of 12/5/17 as amended.***

Finance Committee: Reviewed FY18 budget memo. There are items we have no control over. Once received, will schedule budget hearings to look at certain budgets in depth and plan together. Finalized FY19 budget memo together. Decided to add a column to Art. 3 and on budget request forms to reflect

actual expenditures in total for previous FY. Next joint meeting with Finance Committee will be 1/23/18. Thank you to all.

8:15 p.m. Ned Wolf, Gloria Fisher, Kathy Inman left meeting.

Mail/ Email:

- Resignation letter from Ken Gilbert
- Email from Bill Ennen re: question regarding use of broadband grant money
- Email from Kim Longey, Plainfield re: WiredWest
- Email from David Dvore re: WiredWest/ MLP; Sheila working on drafting a job description for MLP Manager.
- Email from Mark Reich re: WiredWest MOU
- Email from Denise Allard re: Colonial Power Update & Follow up
- Email from Town Clerk re: snow removal South Road
- Memo from Energy Advisory Committee re: Fuel Efficient Vehicle Policy Vote
- Emails from Jim Barry and Alyssa Larose re: response to EAC memo. Kara will arrange for Jim and Alyssa to meet with Select Board on Jan. 2 and invite Energy Advisory Committee.
- Elected Official Emergency Preparedness Training announcement
- National Grid notification re: rights of way treatment (full Yearly Operational Plan on flash drive); Kara will post on website.
- Email from Sheila re: ATM votes
- Email from Ned Wolf re: assessment process
- Email from Robyn Provost-Carlson re: Heath Fire Chief
- Email from Jonathan Diamond re: School Use
- Quarterly Report MBI Grant
- Resignation letter from Dave Howland
- Email from Denise Allard re: Muni Aggregation Update on Enrollment
- FCSA Quarterly Meeting Notice. Sheila, Brian, and Robyn will attend.

Other Separate Documents for review and/or signatures:

- General Fund and Other Fund Expenditure Reports 12/11/17
- West County Police Cooperative Draft MOU
- Various emails for discussion with Melinda Herzig (Dog related; illegal dumping)
- The Beacon, December 2017
- Vacation Request
- Hanover Bond Application – one signature from Sheila Litchfield
- Mass DEP Transfer Station Inspection Report – no deficiencies found.
- School Use Application (Revised) – Jonathan Diamond
- 12/5/17 minutes for review

Other Business:

- **Shared Services Update:** Beth Bandy has been in discussion regarding possible shared Animal Control Officer. Need joint job description and advertising for position. Certification is recommended but not mandatory. On line trainings are available. Will ask FRCOG when next DLTA funding is available to pay for position or training. A shared position could create better budget and resources to attract a person to take the job. Kara will schedule Melinda for 8 pm and 1/2/18.

8:27 p.m. Betsy Kovacs left meeting.

- **Appointment:** *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Tucker Jenkins to serve as Temporary Winter Help at \$13.30/hour to assist with snow removal at Town Hall and Community Hall effective December 10, 2017.*
- **Broadband Project:** Need to decide on location for hub. Will explore with Conservation Comm. Possible site is town-owned land on 5 Ledges Road. Need to demo existing structure and may need to add poles but cost may be folded into project.
- **School Use Application:** Reviewed revised application for Jonathan Diamond in preparation for discussion. Jonathan is applying for use by the Hilltown Youth Drama Club rehearsals and performance. He has requested use on the following days: 12/27, 12/30; 1/3, 1/10, 1/17, 1/24, 1/31, 1/13, 1/27; 2/7/ 2/14, 2/12, 2/28, 2/10, 2/24; 3/7, 3/14, 3/21, 3/28, 3/3, 3/17, 3/31; 4/4 – 4/7. He has provided a certificate of insurance for liability from the MTRSD. When discussing rental fees, Brian asked Jonathan to clarify the relationship the drama program has with the District. Jonathan responded that it was more of a relationship with Hawlemont, stating that it was considered an enhancement program for the school. Brian opined that the District should be paying the rental fees. The Board would like to earn revenue for any use of the school. Jonathan thinks he may be able to raise money for rent. The Board requested \$2,000 and added that they have to be responsible to the tax payers. Jonathan added that he could raise at least half by February 28th, and can plan to pay the balance in full by April. The Board stressed the need for Jonathan to put all items away after each use because others may have use for the same space. Jonathan shared that he was currently storing items at the school. Kara will follow up with Tim Lively on whereabouts of sound system. Jonathan promised to let Tim Lively know if any scheduled days will be cancelled or rescheduled.

On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve Jonathan Diamond's application for use as amended.

9:33 p.m. Jonathan Diamond left meeting.

Signed documents.

Next meeting scheduled January 2, 2018 at 7 p.m. at Sawyer Hall.

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 10:10 p.m.*

Respectfully presented,

Kara M. Leistyna
Town Coordinator