

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
February 20, 2018

Call to Order at 7:05 p.m. by Sheila Litchfield, Chair with Brian DeVriese, Robyn Provost-Carlson, and Kara Leistyna, Town Coordinator present. See sign in sheet for other attendees.

Reviewed Agenda: Accountant and Tim Lively appointments rescheduled. Kara will bring all accountant related emails to re-scheduled 3/6 appointment for discussion.

Minutes: *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the minutes of 2/6/18 and 2/13/18 as amended.*

Mail/ Email:

- Town Clerk re: Confirmation from R. Kragen: On-going matter. Board of Health trying to enforce non-compliance. Resident has requested a delay until a determination by ZBA. He has retracted public records request. The BOH and other relevant boards should research matter and act in the best interest of the Town. From a legal standpoint, prudence is recommended and a consideration of all circumstances. BOS members will join BOH on 3/7/18. Sheila will request to be put on agenda.
- Sheila Litchfield re: items for discussion
- Tracey Baronas re: Special Projects 03 fund
- Sheila Litchfield re: STM items
- Tracey Baronas re: Vets Benefit/ STM
- Pat McGahan re: Café
- Tim Lively re: Well Issue and Postpone Mtg.
- Sheila re: Heath School
- Town Clerk re: Update on Early Voting
- Sheila re: WG&E Status of Project
- KP Law e Update
- Mass DOT Final Inspection Sadoga Bridge
- Sheila re: Budget Conversation planning with Tracey Baronas
- Sheila re: Prep for meeting with Community Café folks

Separate Documents for review and/or signatures:

- Broadband Construction Liaison Application/Resume Jack Gougeon
- Applications for use of Heath School: Community Café and Sampson Family (both due to water issue at Comm. Hall)

Other Business:

- Kara will send request to Collector for outline/timeframe for conversion of collector software including contract.
- Use of Heath School: *On a motion by Brian DeVriese and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve applications submitted by Heath Rural Connections and Sampson Family.*
- Budget Planning/ COLA: IRS, FRCOG and Franklin County Retirement has approved a 2% COLA. Kara will plug in 2% numbers for salary discussion in budget planning for FY19.

Reviewed budgets. Kara will inquire with School Committee on what number they recommend for Pre-K funding. Because the Town Coordinator's computer is roughly eight years old, \$1,000 will be added to Select Board expense in anticipation of purchasing a new one before FY20.

- Decommissioned Engine 2: Kara will inquire on status of plates. Need to remove vehicle from insurance fleet if no longer active.

Signed documents: *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to sign the following:*

- Applications for use of Heath School: Community Café and Sampson Family (both due to water issue at Comm. Hall)

Next meeting scheduled February 27, 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 8:35 p.m.***

Respectfully presented,

Kara M. Leistyna
Town Coordinator