

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
February 13, 2018

Call to Order at 7:00 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: No minutes for review. Will review at next scheduled meeting.

Chris Lynch, Director of Business Development at Matrix Design Group: Mr. Lynch, who was not scheduled tonight, stopped in for a few minutes to meet with Select Board. He builds fiber to home in towns, including Petersham and the project in Leverett. Sheila provided an update on Heath's project and progress. Discussed Mohawk Estates and possibility of a wireless option due to close proximity of premises. Discussed pole data. Chris shared that some towns are finding that not a large amount of poles are having to be replaced but rather if in non-compliance, it is responsibility of utilities to remedy and at their cost. This was helpful news as Osmose data has not been verified.

7:15 p.m. Finance Committee entered meeting.

Betty Nichols/Tax Collector: Budget looks good. Discussed Quality Data and Consortium with Efficiency & Regionalization grant funds paying for conversion and first two and a half years of maintenance/support. The pricing will remain stable for first five years (three year contract) but will see price increase after that time. Parcel numbering should be done sometime in March. Mike Quinlivan will assist Betty with conversion. Awaiting contract for consortium/Quality Data. Robyn will work with assessors in getting the excel sheet with corresponding parcel numbers.

Finance Committee continues to work on proposal for stipends. Need more discussion. Trying to make it logical and equitable. So far, the total proposal exceeds last year but just by a bit. Need to discuss Fire Chief salary.

7:40 p.m. Finance Committee left meeting.

Mail/ Email:

- Adam Hinds re: bond bill
- Planning Board re: Temporary Moratorium on Recreational Marijuana Establishments warrant article
- HRA re: Heath's Housing Rehab Revolving Loan Fund report for 2017.
- Advertisement for Broadband Construction Liaison
- Town Clerk re: follow up to question regarding early voting
- Sheila Litchfield re: next steps for Broadband project
- Margo Newton, Pat McGahan, Sheila Litchfield re: Community Café
- Robert Dean re: Culvert Replacement Municipal Assistance grant
- Robert Kragen re: Excess Trailers (BOH matter)
- Sheila Litchfield re: Heath School oil bills
- Caitrin Ferriter (WGE) re: next steps for broadband

Other Separate Documents for review and/or signatures:

- Treasury and Payroll Warrants
- FY19 DRAFT Budget Spreadsheet

- Vacation Request
- Accountant's Cash Reconciliation Jan. 2018
- Cintas Standard Uniform Rental Service Agreement
- Documents pertaining to Executive Session
- Hawlemont Draft Timeline for Regionalization

Other Business:

- **Community Café:** Select Board is happy with feedback. There are some issues that Margo has brought forth that need to be addressed. After four week trial, will meet with Margo, Committee, and perhaps accountant to discuss going forward.
- **Heath School:** Discussed #2 Fuel use over last three years. Need a delivery currently. Kara will schedule Tim Lively to meet with BOS to discuss maintenance expenses. Will find out what needs to be done to complete insulation project.

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

- Treasury and Payroll Warrants
- Vacation Request
- Cintas Standard Uniform Rental Service Agreement

Next meeting scheduled February 20, 2018 at 7 p.m. at Sawyer Hall.

8:20 p.m. Melinda Herzig entered meeting.

The Board explained reasons for going into Executive Session.

On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Select Board voted by roll call vote to enter into Executive Session at 8:20 p.m. for reason #1: To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against, a public officer, employees, staff member or individual, and not return to regular meeting upon completion of executive session.

Sheila Litchfield, aye.

Brian DeVriese, aye.

Robyn Provost-Carlson, aye.

Respectfully presented,

Kara M. Leistyna
Town Coordinator