

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
April 3, 2018

Call to Order at 7:04 p.m. by Sheila Litchfield, Chair with Brian DeVriese, Robyn Provost-Carlson and Kara Leistyna present. See sign in sheet for other attendees.

Reviewed Agenda: No 3/27 minutes for review. Disclosure statement submitted by BOH member; Reserve request from Finance Committee to replenish Legal Fees.

Joe Kovach/ Animal Control Discussion: Mr. Kovach is here tonight to express interest in Animal Control Officer position as well as an Inspector of Animals. Discussed equipment, Franklin County Sheriff's Regional Kennel in Turners Falls, and vaccines that are encouraged and paid for by the Town. Joe served as ACO in Petersham 15 years ago for about two years. He has experience with nuisance dogs/ vicious dogs and court cases but nothing extensive. He is familiar with use of pole. Sheila encouraged Joe to reach out to Ed Grinnell, a good resource and our former ACO. A list of registered dogs will be provided and the ticketing program was explained. ACO is encouraged to keep a log and file all complaints with Town Hall and the importance of people putting any complaints in writing. Joe will reach out to Ed Grinnell to find out training opportunities. Discussed wild animals and Chap. 140, sect. 136 that pertains to animal control in Massachusetts. Joe will notify Town Coordinator when he is ready to be appointed. The duties of Inspector of Animals were shared. The State requires an annual farm report (inventory). Once appointed, the Dept. of Agriculture will provide further information.

7:28 p.m. Joe Kovach left meeting.

Mike Shattuck/ Highway Reorganization: The Select Board and Mike Shattuck reclassified each job description. Mike will discuss with crew. Grading of each job description will be determined at next meeting.

Stipends: Kara will populate budget lines on Article 3 and the Board and Finance Committee will review.

Other Business:

- **Request transfer from reserve account:** *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to request a \$3,000 from Reserve Fund to cover legal fee overage.* An unforeseen enforcement of bylaws has caused account to be depleted. Court has ordered legal fees to be paid by defendant but this will not replenish account for FY18.
- **Police Shared Services:** Reviewed Agreement for Steering Committee. This committee will work to formalize guidance procedures and within a year a proposal will be presented. Sheila expressed her willingness to serve on this committee. Noticing no signature page, Kara will create one and send to Dan Nietzsche for approval.
- **Heath School:** Sheila will work with Budge to create a 'story' explaining the process and timeline of the closure of Heath School. Budge has submitted for review a revised approach for exploring regionalization with Hawlemont. Discussed timing and informational sessions needed prior to 2019 ATM.
- **FY19 Budget Planning:** Will discuss use of free cash at next meeting; finish warrant for review by town counsel. Salt and Sand account reduced to \$100,000.
- **Tax Possession Property Account:** Kara will ask Tracey Baronas what was used from this account.
- **Performance Reviews:** Kara will reach out to employees due for annual review and schedule. On March 13th, Budge Litchfield and Bob Gruen were appointed to serve on the regionalization planning team on behalf of Heath.

Mail/ Email:

- Claire Rabbitt – monthly nurse report (March)
- Elizabeth Cardone re: response to Ned Wolf on electric assessments
- Jan Ameen re: new roll off costs (will add to budget)
- Nick Anzuoni re: thoughts for firefighter compensation
- Clark Rowell re: make ready borrowing
- Hilma Sumner re: debt exclusion
- Sheila re: WCPC MOA/ documents
- Robyn Provost-Carlson re: Assessors Assoc.
- Bill Ennen re: Heath March call (notes)
- Phoebe Walker re: Local Official Census workshop
- Heath Children's Library flyer

Other Separate Documents for review and/or signatures:

- TC Report
- Revised Approach and Timeline for Exploring Joining Hawlemont Reg. School District
- Winter Salt/Sand budgets for comparison compiled by Kara
- Stipend Policy Proposal (for review)
- Request for Transfer from Reserve Fund
- Broadband Liaison timesheet
- Disclosure statement form from BOH member
- Mileage Reimbursement request – Tim Lively
- Vacation Request – Charlene Reynolds
- Certificates of Appreciation for Ken Gilbert and Stephen Bigelow
- Animal Control/Inspector Information for meeting with Joe Kovach

Next meeting scheduled April 10, 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 10:11 p.m.*

Respectfully presented,

Kara M. Leistyna
Town Coordinator