

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
April 17, 2018

Call to Order at 7:00 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 changes.

Highway Reorganization: Board reviewed highway superintendent and proposed position results from classification. All agreed that proposed shop foreman and road foreman will be grade 15; mechanic grade 10; skilled laborer/operator grade 7 and administrative assistant grade 5. Both foreman positions will require a high school degree or GED/equivalent. Need to discuss grading/ merit increases further perhaps with the assistance of a human resource specialist.

7:55 p.m.: Finance Committee entered meeting.

ATM Warrant: Sheila summarized to the Finance Committee the regarding of highway positions. Reviewed projections prepared by Ned Wolf regarding budget and impact on tax rate. Ned spoke with Deb Wagner at the DOR regarding budget planning. Ned informed Ms. Wagner of the electric assessment and its drastic impact on our tax rate projection. Sheila strongly suggests a letter be sent to the utility company expressing the devastating impact and to include our legislators on the letter. Decisions: To remove special projects line item from Art. 3. Hands Across Heath can assist in funding foot clinic. Robyn will review FD budget with Nick including number of active firefighter's for insurance purposes. Discussed resale of Engine 2 and its value. Regarding police dept. budget, the Finance Committee does not approve line item for additional training – this can be funded from salary line. Level fund everything except for the increase in vehicle expense as requested. Warrant: reviewed all articles and made decisions on what to include. BOS would like the treasurer to cease the use of the tax possession account or offer clear explanation on why it has been used. As it was voted at ATM last year, it is to be used to secure any property for safety issues and to either demolish or improve for resale. The current tax taking account has been depleted and expenses were paid from the tax possession account as it was related.

Kara will populate numbers on Article 3 and revise warrant for next meeting.

9:00 p.m. Finance Committee concluded their business and left meeting.

Mail/ Email:

- Jessica Atwood re: Census workshop
- Dave Howland re: town report and update for broadband
- WiredWest re: annual dues, etc.
- Sheila re: water damage at school/ Alarm information (see guide)
- Tim Lively re: Update on School
- Kris Nartowicz re: Tax Possession account
- Phoebe Walker re: ACO Shared Services Conversation
- Tracey Baronas re: STM / Financial Planning for FY19
- Caitrin Ferriter re: Phase II Amendment
- Robert Kragen re: Planning Board/ Zoning Bylaws
- Betsy Kovacs re: BOH Coverage

Other Separate Documents for review and/or signatures:

- Draft ATM Warrant
- Draft FY19 Budget Spreadsheet
- Expenditure Reports

Other Business:

- 2020 Census Workshop: Kara attended the workshop hosted by FRCOG. It will important to encourage residents to complete forms when the time come – materials will be made available.
- Discussed zoning bylaw enforcement case. Conservation Commission also has a matter before them with same resident. Will file a Notice of Intent infraction with DEP.

Next meeting scheduled April 24, 2018 at 7 p.m. at Sawyer Hall (Sign Warrant)

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 9:30 p.m.*

Respectfully presented,

Kara M. Leistyna
Town Coordinator