

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
May 1, 2018

Call to Order at 7:03 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: Add to Other Business: Planning for funeral of Earl Gleason and use of Heath School for reception.

Finance Committee: Board of Selectmen informed Finance Committee that they approve the 1% COLA; proposed stipends with adjustments to Assessors and Board of Health and the inclusion of proposed highway salary for Shop Supervisor. Finance Committee agreed.

On a motion by Brian DeVriese and seconded by Robyn Provost-Carlson, the Board unanimously approved the transfer requests as presented to them by accountant.

- ***\$2,800 from Fire Dept. Supplies/Training to Fire Dept. Maintenance & Utilities;***
(Overage mainly due to increased need for propane for heating space to accommodate meetings and trainings)
- ***\$2,000 from Roadside Mowing to Winter Equipment Maintenance;***
(Repair bill from HP Fairfield for repair to wing plow)
- ***\$100 from Roadside Mowing to Uniforms;***
(possible small overage)
- ***\$407.90 from Roadside Mowing to Highway Misc. Expenses;***
- ***(possible small overage).***

On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve Art. 3 as revised resulting in a negative 1.64% bottom line (-1.64%); 1% COLA for eligible employees; and proposed stipends with 50% proposed for new stipends (Finance Committee, Planning Board, E911 Coordinator, Library Trustees).

Will discuss winter temporary help budget line for next FY and try to incorporate it into Building Maintenance Coordinator salary and job description as this is mainly accomplished by this employee. Winter Temporary Help line will then be reduced accordingly.

8:30 p.m. Finance Committee left meeting.

Mail/ Email:

- David Newell re: info. on amendment to regional agreement (I will post on website)
- Sheila re: Earl Gleason
- Robyn re: Shared Fire Meeting 5/3 6-7:30. Kara will attend.
- Tracey re: response on revolving account for Transfer Station
- Claire Rabbitt re: monthly report
- OSHA Safety highlights of updated Law – 2/1/19 to take effect
- National Grid re: Treatment Periods (already posted)

Other Separate Documents for review and/or signatures:

- Draft FY19 Budget Spreadsheet
- Vacation request
- Transfer Requests from Tracey Baronas

- MIIA Renewal Proposal for Property, Liability and Workers' Compensation coverage
- University of Massachusetts Broadband Survey
- FRCOG Annual Report

Other Business:

- Shared Fire Services: Kara will attend the shared services meeting on 5/3 at Hawlemont School (6-7:30 p.m.) in order to listen to discussion. Heath has already informed Charlemont and FRCOG that we are happy and confident in our partnership with Colrain (Nick Anzuoni as Interim Chief).
- Transfer Station Revolving Account: Discussed last week's suggestion by Jeff Simmons that a revolving account be used for Transfer Station. According to DOR, "a revolving account is put into place to set aside revenue received, through fees and charges, for providing a specific service or program. The revenue pool is, in turn, a source of funds available to use by a department without further appropriation to support the particular service or program." When setting aside receipts into a special account, the corresponding reaction is the effect it has on local estimated receipts on tax recap, according to accountant. We would need to be sure that at no point expenses exceeded revenues. This would prove difficult as transportation/tipping may fluctuate based on trash loads; number of trash stickers purchased, etc. Currently Heath has a recycling revenue revolving account that takes in recycling revenue from Waste Management, for scrap metal, etc. This is used to offset cost for permits and trash stickers (roughly \$1,000). PAYT program will offer Heath more points for the DEP Sustainability Grant that equates to roughly \$2,400 grant funds annually. These funds cover cost of copy paper, recycle bins, etc.
- Shared Police Services: *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously with one abstention to appoint Sheila Litchfield to serve as liaison to this effort so she may continue her work on Shared Police Services*; Sheila will serve on steering committee.
- FY19 Fuel Bids: *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to authorize Kara Leistyna to finalize bids for FY19 Fuel (#2 Fuel, Propane, Diesel and Gasoline)*
- Tax Collector/Assessors: Meeting will take place Friday, May 11th at 2 p.m. Sheila will not attend but will provide historic notes from past discussions.
- Planning for ATM: Would like to efficient ATM in order to accommodate funerary reception following ATM; Ned Wolf to present explanation of Utility Assessment/Valuation and how it will impact Heath's tax rate (3.9%)
- Signed Documents

Next meeting scheduled May 8, 2018 at 7 p.m. at Sawyer Hall (ATM Planning)

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 9:00 p.m.*

Respectfully presented,

Kara M. Leistyna
Town Coordinator