

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
May 8, 2018

**Call to Order at 7:02 p.m.** by Sheila Litchfield, Chair with Brian DeVriese, Robyn Provost-Carlson and Kara Leistyna present. Also present, Hilma Sumner and Steve Thane. See sign in sheet for other attendees.

**Review Agenda:** Add to Other Business: Application for use of Heath School; Broadband Liaison Bob Bourke, 8:15 p.m.; damage to fence at landfill.

**Review Minutes:** *On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the minutes of 4/24/18 as amended; 5/1/18 minutes as presented; and 2/13/18 minutes as revised from previously approved set.*

**\* Joint Meeting with Finance Committee.**

**School Building Transition Team:** The goal of this advisory committee was to research options and make recommendations to the Board of Selectmen at Annual Town Meeting (ATM) for the re-purpose of Heath School building. Hilma Sumner, Chair of the School Building Transition Team presented copies of reports prepared by sub-committees and the report prepared for ATM. Hilma stated that the ATM report pulls together the main points from each sub-committee report and this serves as the committee's initial recommendation to the Select Board. Hilma will provide copies for ATM. Further research still remains to be done in order to find a solution for re-use of school building and grounds. Brian says an action plan is needed. An RFP will be put together and distributed in order to get responses from the larger community and beyond. The interest is not known at this point but opportunities exist. Need to research interest via this RFP process and determine what the Town wants to do with the building/grounds. Need to have a forum to determine interest/ideas/feedback from townspeople. Hilma kept committee apprised of the building costs – some ongoing and some were initial one-time costs such as the internet equipment or mower. There is a need to determine the cost of operations during occupancy. Gloria says she has that information and it's important in order to determine a break even cost for full use of building. Discussed who makes ultimate decision on re-use. The ideal is to find a use that maintains the ability to revert back to a school if that is needed in the future. Sale of the property, according to the group, will not be considered. Discussed solar installation. The town will need to apply for next round of META grants through FRCOG. An energy sub-group within the committee is looking into panels and mini-splits that provide heating/cooling. The roof is not accessible for solar but the slope between the building and athletic fields is possible. Need to research further. The Select Board appreciates the work completed by this committee. They will consider a new task force next FY with the goal of working further on this topic. For ATM, need to inform townspeople about the marketing aspect to find out what income prospects exist. Hilma will be available if any questions are posed at the meeting. Thank you.

**Eric Sumner/ ATM Planning:** Discussed with Eric the desire to have a moment of silence for those whom have passed away since last ATM. Kara will provide a list to Eric. Discussed need to have Special Town Meeting and to notify voters at ATM – upcoming: Recreational Marijuana Bylaws and possibly Broadband. Board will mention the funeral event following the ATM and ask folks to assist with organizing chairs/tables. The Finance Committee will explain the loss of revenue from the utility assessment (\$3.5 million drop in assessment) and impact on rate. Ned presented draft of tax levy worksheet and recommendations for using Free Cash. Robyn summarized meeting that Alice attended with George Sansoucy and how he has presented an alternate method of assessment for towns. She shared that his services are costly but it is an option that the BOS is considering. School Committee Rep. is

going to recommend passing over the article pertaining to sixth graders attending Mohawk. Kara will send electronic copies of documents (deaths, informational sheet prepared for voters, warrant, etc.).

**8:15 p.m. Eric Sumner and Finance Committee members (Gloria Fisher, Kathy Inman) left meeting. Bob Bourke arrived.**

**Bob Bourke/ Broadband Liaison:** Bob Bourke presented a summary of his work as liaison thus far this month. He's working on marking up the maps any areas where the Town will anticipate future growth. He spoke with Bill Ennen and stressed the concern Heath has for cost overage. He is awaiting a reply from Mr. Ennen on definition of public vs. private way – the State does not want to pay for private ways. An answer should be forthcoming in a couple of weeks and this definition will help with cost projections. Bob also shared that there is now another wireless provider in addition to WiValley. Bob reached out to RedZone (a company that operates in rural Maine). A demo is planned this summer in Savoy/Florida to test viability of connection/service. The town of Royalston has chosen RedZone and has a similar topography as Heath. Wireless technology is advancing nationwide but not certain if it will work in Heath. If this option works, Heath will cease spending monies on fiber design, pay off what is owed to Westfield Gas & Electric and the remaining grant funds would help to cover the cost of wireless infrastructure. WG&E could still assist and function as the ISP. The impact of the utility assessment could justify the reason Heath cannot afford to build a broadband infrastructure at this time – due to financial constraints. If fiber is the only option, there is \$12 million bond appropriation and the State has agreed to cover additional expenditures if within approved costs. Board agreed to delay submission of pole applications for a few months and to proceed with learning viability of wireless option this summer. Bob also mentioned that he will attend RedZone's wireless presentation on May 24 in Hawley.

**8:55 p.m. Finance Committee members Ned Wolf and Jan Carr left meeting.**

**Mail/ Email:**

- Sheila re: final thoughts and suggestions for projects and upcoming challenges.
- Ken Gilbert re: email to Mike Shattuck re: Avery Brook Rd. culvert. Discussed a recent suggestion of forming group of volunteers to assess road issues. BOS feels the highway staff can manage and undertake a full assessment of needs and create a master plan for roads including culverts.
- Accrual Balance from Treasurer (vacation/personal/sick time)
- Linda Dunlavy re: 2020 Census and follow up on zip code issue that I wanted addressed
- Levels of Sharing worksheet from Shared Services Meeting
- Mass DOT re: payments made for FY18
- Rebecca Krause-Hardie re: CSC inquiry
- Sheila re: Steve Nembirkow's resignation
- Jan Ameen re: MRF revenue/recycling revenue and recycling tonnage. Our recycling is down – the more we recycle the more revenue we collect
- Broadband Update from Bob Bourke
- Phoebe Walker re: New Health Director
- FCCC re: Luncheon with Jay Ash

**Other Separate Documents for review and/or signatures:**

- Final FY19 Budget Spreadsheet
- ATM Warrant
- Minutes: 7/7/17, 10/24/17 exec session, 11/16/17 Tax Hearing, 1/9/18 exec session, 2/13/18 revised minutes, 2/13/18 exec session, 2/27/18 exec session, 4/24/18, 5/1/18
- Treasury and Payroll Warrants
- Upper Pioneer Valley Veterans Services District Agreement
- Accountants Cash Reconciliation

- Broadband Liaison Timesheet for approval
- Heath Finance Committee Tax Levy Worksheet
- School Building Transition Team Reports
- DRAFT Informational Sheet for ATM voters
- Heath PAYT Comps (Incorporated into Info. Sheet)

**Other Business:**

- Preparation for Friday, May 11 meeting with Asst. Assessor and Tax Collector. Determined goals for meeting.
- Security Cameras at Sawyer Hall: Discussed in light of recent activity. May need to monitor outside area – cans/bottles left on picnic table.
- School Use Application: *On a motion by Brian DeVriese and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the application submitted by the Heath Fire Dept. for use on June 5, 2018.*
- Damaged gate at Landfill: Kara took photos of damage. Reviewed. Kara will contact insurance company and seek estimates for replacement.
- Annual Town Meeting: Reviewed informational sheet created by Kara. Made some revisions and clarifications. Kara will print copies for voters and have available at ATM. Next FY, include some additional funding in Building Maintenance Coordinator Salary to cover winter temporary help and remove that line item if it only covers the snow removal at Comm. Hall and Town Hall. For the highway reorganization, will have regular meetings to stay apprised of operations, etc. during transition.
- Revolving Account: Researched suggestion to have revolving account for transfer station. This would not work as the Dept. of Revenue indicates that 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.*” A limitation of revolving accounts is that at no point can expenses exceed revenues, which would prove difficult to do for transportation/tipping as these fees may fluctuate based on trash loads; number of trash stickers purchased, etc.

*On a motion by Brian DeVriese, and seconded by Robyn Provost-Carlson, the Board voted by roll call to enter into Executive Session to review minutes of previously held Executive Session meetings. Sheila Litchfield, Aye; Brian DeVriese, Aye; Robyn Provost-Carlson, Aye, and further to resume open session upon closure of Executive Session.*

**Open Session resumed 9:50 p.m.**

**Signed documents.**

**Next meeting TBD**

**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 10:20 p.m.***

**Respectfully presented,**

**Kara M. Leistyna  
Town Coordinator**