

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
August 14, 2018

Call to Order at 6:02 p.m. by Brian DeVriese with Gloria Fisher, and Kara Leistyna present. Apologies for absence: Robyn Provost-Carlson. See sign in sheet for additional attendees.

Review Agenda: No changes.

Andrea Woods/ Procurement Officer, FRCOG to discuss RFP for Heath School Building: Andrea is here tonight to discuss the RFP process for the Heath School building. *On a motion by Gloria Fisher, and seconded by Brian DeVriese, the Board voted unanimously to approve the agreement drafted for Professional Services for Procurement Assistance for Heath School Lease Proposal between FRCOG and the Town of Heath.* Discussed forms and criteria – a lot to consider. Andrea asked if the school building can be used for other purposes other than a school. Gloria confirmed that yes, the Town has permission in writing to re-purpose the space without penalty. *On a motion by Gloria Fisher, and seconded by Brian DeVriese, the Board voted unanimously to declare property at 18 Jacobs Road clear for disposition.* Agreed that the term of the lease will be no more than 10 years. The building could be partitioned but if an entity wanted the entire space that would be considered a priority. Andrea will need a diagrammatic floor plan. Brian will get a plan together and arrange to have photographs taken of the space. Andrea will also need the square footage and description of space; energy usage; parking; how improvements will be handled – need to sort out how a tenant may make changes to the space. Also discussed advertising options with pictures; a display ad in classified, and possibly a news article for further coverage. Andrea suggested starting with an RFI (Request for Information) with tours preferable one during day hours and one evening. Once inquiries are made then further information may be obtained. Brian will be point person with assistance from Town Coordinator. Andrea noted that the process is roughly five weeks. Gloria will create a press release. Mark Abrahamson will be contacted to obtain a financial assessment and the price/sq. ft. and to offer a appraisal and give a sense of rental options. Discussed possible solar install and heat options and insurance coverage - both town and tenant responsibility. Once a lease is drafted, Andrea recommends town counsel review and a sample will be included in the RFP. Andrea will research prior RFIs. Brian will prepare a sketch and description. Gloria will prepare a press release. Thank you, Andrea.

6:46 p.m. Andrea Woods left meeting.

Bob Bourke/ Broadband Liaison – Mohawk Estates (ME): Bob Bourke provided an update on project and wants to specifically address the ME proposed design. Bill Ennen, Liaison, is authorized by the State to arbitrate the matter of public vs. private ways. This is important for residents living on private roadways. A wireless solution for ME has been designed and the proposal includes two towers placed in different locations within the Estates. The estimated cost for this plan is \$150,000. The price to supply residents with fiber needs to be determined for a comparative cost analysis. Bob relayed to residents attending from ME and to the Board that property owners living on private ways may have to cover the cost. Discussed poles and ownership. Questions were posed and concern expressed over the location of the towers and/or “sub-hut” and proximity to the lake where some residents are sensitive to any disruption of the area. They want an image and description of the "towers." Discussed concern that wireless may not provide adequate service vs. fiber. Bob explained that some residents would have fiber and some wireless but he will check on the details and monthly cost. The proposal was just sent this afternoon so there is a need to get questions to the designers. Bob will also find out if there is a similar situation in other towns and how this is being handled. ME is holding a Board meeting soon and their annual meeting. Bob will relay concerns of ME residents to designers and try to provide some answers for the

upcoming meeting at ME. It was noted by one resident that internet adds value to homes/property and that it's critical to have these services. Bob shared that once the make ready costs are determined, construction could begin by fall with estimated completion by end of 2019. Much of the timeframe is contingent upon the Utility companies. Thank you to Bob and residents in attendance tonight.

7:45 p.m. Bob Bourke left meeting.

Special Town Meeting: Highway Dept. has submitted some bills of prior year. The Assessors need a transfer from their stabilization account. Legal Fees needs some extra funds to cover the cost of enforcing an on-going matter regarding zoning. Planning Board may have some business regarding marijuana bylaws to address. The Board agreed to schedule a STM on Tuesday, Sept. 18 at 7 p.m. Heath Community Hall. Kara will prepare the warrant for review on August 28 with Finance Committee in attendance.

Mail/ Email:

- Pam Porter re: Draft Letter for Townspeople on Littering. Everyone will review and make suggestions for revisions and revisit it on 8/28.
- Accountant re: Bills of Prior Year (Highway Dept.)
- Tucker Jenkins re: Police Chief. Gloria will reach out to Tucker.
- Jeffrey Blake, Esq. re: zoning enforcement issue. Board agrees to proceed. Kara will ask for an estimate in legal cost and add a transfer for upcoming STM.
- Robert Kragen re: requested meeting with BOS. Board will meet with Mr. Kragen but request will be made to come prepared with a succinct list of discussion items.
- Robert Viarengo re: Planning Board determination on Kragen and written response.
- Bethann Steiner re: DCAM Bond – Heath Amendment. Kara will work on drafting a letter to Governor et al. to reiterate our need and ask for support in getting funds released to Heath and to program them into the capital spending plan. Board will review at next scheduled meeting.
- Letter sent to Lt. Gov. Polito re: Safety Complex (April, 2016) – DRAFT for renewed efforts for funding.
- Ruth Hersh re: Approved amendment to Regional District Agreement
- Resignation letter from Jeff Simmons (Finance Committee)
- FRCOG re: 160 Colrain Stage Rd. and property owner's response (cc)
- Amy Donovan re: Hazardous Household Waste Day
- Denise Allard re: Municipal Aggregation. *On a motion by Gloria Fisher, and seconded by Brian DeVriese, the Board voted unanimously to authorize Town Coordinator to review pricing on Sept. 26, 2018 and make determination and lock into lowest price on behalf of the Town.*
- Confirmation from EOHEd re: MassWorks Grant submission

Other Separate Documents for review and/or signatures:

- Treasury and Payroll Warrants
- Town Coordinator Report
- 7/17/18 Minutes; 7/31/18 minutes
- Applications for Police Chief
- 2019 Tax Map Maintenance Proposal for the Town of Heath, MA (duplicate)
- Application for Special License and Permit
- Memo from accountant re: ATC invoice. Selectboard reviewed and will respond.
- Municipal Advocate
- Cash Reconciliation July, 2018
- Bill Schedules for Verizon and NGrid Pole Applications
- ATC Proposal for NTWP and Monitoring Services, 5 Ledges Road. Will hold and revisit once Robyn Provost-Carlson present for discussion.

- State Primary Warrants for posting
- Application & Temporary Special Permit for Sale of Wine/Malt/Cider on Premises at Heath Fair
- FRCOG Agreement for Procurement Assistance for Heath School Lease Proposal
- Vacation Request(s)
- DRAFT IGA/Edge Case documents

Other Business:

- Special Temporary License Application – Franklin County Brewing Co., Inc. d/b/a The People’s Pint: *On a motion by Gloria Fisher and seconded by Brian DeVriese, the Board voted unanimously to approve a Temporary Special License for the Heath Agricultural Society, Inc. to serve beer/wine/cider on premises at the Heath Fairgrounds during the Heath Fair from Friday, August 17 – Sunday, August 19, 2018 within designated area. Permit shall be visibly posted at the event at all times.* Police Dept. approval pending.
- Review Minutes: *On a motion by Gloria Fisher, and seconded by Brian DeVriese, the Board voted unanimously to approve the minutes of 7/17/18 as amended and 7/31/18 as submitted.*
- Police Chief Applications: Reviewed applications received for position. Will decide on interview choices at next scheduled meeting for tentative scheduling on 9/11/18.
- Landfill: A tree has fallen just behind gate. Waiting for Hawley and Charlemont to respond regarding repair of fence and quarterly walk-thru.

There being no further business to come before the Board: *On a motion by Gloria Fisher, and seconded by Brian DeVriese, the Board voted unanimously to adjourn at 9:00 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**