

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
September 11, 2018

Call to Order at 6:03 p.m. by Brian DeVriese with Gloria Cronin Fisher, Robyn Provost-Carlson, and Kara Leistyna present. See sign in sheet for other attendees.

Review Agenda: Discuss Winter Deficit Spending.

Review Minutes: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the 8/28/18 minutes as amended.*

Bob Viarengo/Heath Historical Society: Bob Viarengo and Ned Wolf attended on behalf of the Historical Society. The Society is looking for a way to provide adequate storage space for the collection. A climate controlled space is needed to prevent deterioration of items such as books, photos, textiles, etc. Fluctuation in temperature, light, moisture, rodents all pose risks. Bob has researched locations and funding sources. They need a site for a building and a site plan. They are inquiring whether the Town has interest in carving out a piece of the Bray Road land. Discussed setbacks and restrictions. Because the Historical Society is not a Town entity but a private one, the Board suggested seeking a solution with the Heath Agricultural Society. Perhaps they'd be willing to allow a 20x25 ft. building constructed on the fairgrounds. Bob, agreeing this is an excellent suggestion, will approach the Heath Agricultural Society board. Thank you.

6:45 p.m. Bob Viarengo and Ned Wolf left meeting.

Tom Danek/5 Ledges Road: Tom attended tonight to discuss the demolition of 5 Ledges Road. He shared that he is not an asbestos abatement contractor. He looked into that designation and felt it was not something he is going to pursue at this time. Discussed possible contractors for the project. Tom is willing to assist with what he can do legally as a sub-contractor.

7:15 p.m. Tom Danek left meeting.

Mail/ Email:

- Andrea Woods, et al. re: procurement training in Rowe. Tim, Mike, and Kara will attend. Tracey recommends one BOS member and Nick Anzuoni, as well. Gloria and Robyn will attend as well.
- Memo from Accountant re: Procurement
- TC response to Ned Wolf re: warrant
- Email to Highway Dept. re: fuel efficient vehicle policy, etc. Robyn will meet with Highway supervisors and discuss the fleet and help to determine needs.
- Town Nurse monthly report
- Jennifer Hamilton re: MBE
- Email from Budge Litchfield re: regionalization. Board authorized Budge Litchfield to discuss process with Town Counsel. Expenses on this matter will be tracked and paid from District funds.
- Rowe Town Nurse re: EDS Drill/Flu Vaccine at Heath School
- Sandy Gilbert re: Roadside Trash and Update provided by Kara Leistyna
- Sandy Gilbert re: Roadside Trash letter, etc.
- FCSA Quarterly Meeting announcement – Brian will attend.
- Letter to Julie Sidon from Board of Health
- Jan Ameen re: TS hauls and how to save money. (Forwarded to highway dept.)

- MDAR Meeting announcement (forwarded to ACO)
- Jim Hawkins re: 71 Sadoga Road matter
- Mark Reich re: questions on compliance matter (petitioned articles and reimbursement)

Other Separate Documents for review and/or signatures:

- Treasury and Payroll Warrants
- Town Coordinator Report
- 8/28/18 minutes
- STM Warrant Final
- Draft Budget Calendar and comments BOA/Accountant (hard copy). Reviewed. Will wait for further information after appraisal work to populate dates. Date range is a better method than specific dates to allow for flexibility.
- Draft letter re: Roadside Trash
- City & Town and email from Town Accountant– Discussed winter deficit spending – because the budget for salt & sand was reduced on FY19 budget, no deficit spending is allowed on winter accounts for this FY per DOR.
- Court Documents – FCCIP Enforcement issue
- MBI Grant Quarterly Report
- Salt and Sand FY19 bid awards – vote
- DEP Grant Agreement for Sustainability Grant (\$3,500)
- Hawlemont Agreement & Amendments

Other Business:

- Sheila Litchfield inquired about purchasing the pen panels leftover from the dog kennel at the highway dept. If Sheila is interested, they will need to be advertised and then available for sale.
- Board reviewed draft letter to residents regarding roadside trash. Gloria will prepare some updates on important issues for residents and each envelope will contain one green trash sticker so that people may discard collected roadside trash.
- Scheduling: Board will meet October 9, 23; November 13, 27; December 11, 18. Tentative joint meeting with Planning Board, Board of Health, Health Director, Building Inspector and Mohawk Estates Board members on Oct. 16, 2018.
- Discussed need for window installation at transfer station attendant shed. Robyn will check her inventory and will follow up with Mike Shattuck.
- Police Chief position: Kara will schedule interviews for Sept. 18th at 6 p.m. and 6:30 p.m. prior to Special Town Meeting.
- Landfill Mowing: Low bidder is Donahue & Sons at \$1,750. Kara will touch base with them tomorrow. All accounting paperwork will be requested prior to commencing work. Mowing to be done by Oct. 12. Gloria inquired about the Landfill agreement and whether an administrative fee may be charged since Heath has been responsible for quarterly inspections, procuring annual mowing, addressing matters related to the landfill, etc.
- Heath School RFI: Brian will get plans of building to Andrea Woods and photos. Kara will find out what else Andrea needs to complete the Request for Information.
- Performance Reviews: Gloria will conduct review for Charlene Reynolds and Brian will conduct review for Elizabeth Nichols. Kara will schedule both.
- Heath Electric Aggregation: Kara will choose competitive pricing on behalf of Heath on Sept. 26th – Board prefers a 12 month fixed term/rate.
- Update on Assessor's Mapping Project: Robyn reported that the mapping project is almost complete. Townspeople will have the opportunity to check and verify their property lines and note any discrepancies.

Signed documents.

There being no further business to come before the Board: *On a motion by Gloria Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to adjourn at 8:35 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**