

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
September 25, 2018

Call to Order at 6:01 p.m. by Robyn Provost-Carlson, with Gloria Cronin Fisher and Kara Leistyna present. See sign in sheet for other attendees.

Review Agenda: No changes.

Review Minutes: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the 9/11/18 minutes as amended.*

Mail/ Email:

- Andrea Woods: re: RFP status
- Jan Ameen re: metal recycling
- Letter from James Hawkins re: 444 Rt. 8A
- Mark Reich re: Petitioned Articles
- MMA re: Legislative Breakfast Meetings
- Art Schwenger re: WiredWest (see draft on flash drive). Kara will invite Art to attend a BOS meeting to offer update on WiredWest.
- National Grid re: pricing Basic Rate
- Dan Gates re: invite from Gov. Polito on municipal conference
- Jeffrey Blake, Esq. re: 7 Cheyenne. Kara will ask Atty. Blake if Town will be reimbursed for legal fees.
- Devon Clark re: Transfer Station and Town Coordinator's response. Kara will follow up.
- Peg Dean re: Landfill
- Sheila Litchfield re: Dot Sessions
- Kris Nartowicz re: Melinda Herzig. Board will meet with Melinda on Oct. 9 to discuss timesheet and new hire. Will approve timesheet for this warrant but will hold payment for next until issues resolved.
- Sheila Litchfield re: FinCom prospective member
- Alex Miller re: road conditions. Mike notified.
- FRCOG Walk Franklin County

Other Separate Documents for review and/or signatures:

- Written Response to Mr. Kragen. Will sign on Oct. 9
- Treasury and Payroll Warrants
- Town Coordinator Report
- 9/11/18 minutes
- City & Town
- Beacon
- Cash Reconciliation August, 2018
- Request for use of Heath School – Diamond. Approved.
- Vacation Request (2). Approved.
- LifePath Contract documents for Home Repair and Foot Clinic (2 copies each). On a motion by Gloria Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to enter into a contract with LifePath for foot clinic (\$1,500), and home repair (\$1,380).
- Muddy River Advisors LLC Contract. Approved.

- Acceptance of Adoption of Energy Reduction Plan for Criterion 3 GC Application. Will wait till October 9 when full Board is present.

Finance Committee: Did not attend as anticipated – there was no longer a need to meet with Selectboard at this time to discuss a new member.

Other Business:

- Notary Public: Kara Leistyna is a Notary and commission expires Oct. 9, 2018. Request to compensate for \$60 renewal fee and up to \$60 for new stamp was approved. As town coordinator, Kara has notarized over 200 documents for the public at no charge.
- Joint Planning Board, Board of Health, Building Inspector, Mohawk Estates, and Health Director optional dates: Oct. 30, Nov. 1, or Nov. 11 – Kara will coordinate.
- Police Chief Position: Board will discuss recent interview when all members are present. Kara will reach out to applicant and also check references.
- 5 Ledges Road: Robyn reported that Town will seek prices for demo services – Kara will inquire with Andrea Woods at FRCOG. Need price for monitoring and demo/disposal of asbestos.
- Tax Collector Software: Robyn reported that the Consortium is still revising the prototype. Programmers are revising and continue to work on finalizing for implementation. Board will find out when three-year term begins – now or upon implementation.
- Utility Assessment: Robyn reported that the Board of Assessors received a response to their letter sent to the utility companies. New England Power still needs to provide some further information to the Town. \$7,500 was approved at recent STM for the services of Muddy Rivers, LLC.
- Highway Dept.: Robyn met with Mike Shattuck and Jeff Johnston. They are working on highway vehicle and equipment report to document current status of inventory to be used for cost analysis and budget planning. The supervisors have been tasked with determining options for replacement of supervisor vehicle as well as one of the larger trucks. They are considering whether a smaller vehicle could perform same tasks. Crew attended an OSHA 10 training. Discussed back up crew to cover when employees are on vacation or absent to ensure progress is not hindered.
- Kennel: Kara will find out dimensions of the kennel located near the highway dept. and ask the FC Sheriff Kennel Program if they need it or advertise it in the paper for disposition.

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 8:00 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**