

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
October 9, 2018

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

**Reviewed Agenda:** No changes.

**Minutes:** *On motion from Gloria Fisher, and seconded by Brian DeVriese, the Board voted unanimously to accept the minutes of the September 18, 2018 BOS meeting.*

**6:05 p.m.** A Heath resident visited the BOS to offer feedback on the possible candidates for the Heath Police Chief position. The BOS thanks this individual for visiting the meeting and showing an interest in the process of choosing the next Police Chief for Heath. The BOS will be calling back one of the candidates for a second interview very soon.

**6:46 p.m. Officer In-Charge Melinda Herzig enters the meeting.**

**6:48 p.m.** Discussion began with **Officer In-Charge Melinda Herzig** to discuss a handful of police related items. First, the BOS requested information as to the number of hours that Melinda had recently turned in for her payroll. The number was higher than usual. Melinda explained that she had training for two weeks which increased her hours. BOS has requested that Melinda indicate what her hours are being used for on future timecards to avoid any concerns.

**7:00 p.m. Ned Wolf and Ken Gilbert, Finance Committee join the meeting.**

**7:14 p.m. Kathy Inman, Finance Committee joins the meeting.**

**7:03 p.m. Ned Wolf and Ken Gilbert, Finance Committee to Discuss Appointment for Vacant Seat on FinCom:** There are two Heath residents interested in filling the vacant seat on the Finance Committee. FinCom members are not yet certain who to recommend for appointment as both candidates would be an excellent addition to the Committee. BOS suggested FinCom take the time to meet with both candidates, ask both candidates why there are interested in the position, talk about availability to attend meetings, and look at what qualities each candidate might bring to the Committee, etc. FinCom agreed to continue to work at finalizing a recommendation to bring to the BOS as soon as possible. This appointment runs until the 2019 elections.

**7:25 p.m. Finance Committee members exit the meeting.**

**7:30 p.m.** Discussions continue with **Officer In-Charge Melinda Herzig**. BOS reminded Melinda that she is responsible to complete and turn in quarterly police activity reports. These have not been submitted as previously requested. Recent police activity in Heath was discussed and BOS explained that while we do not wish to micromanage the department, the BOS does want to be kept abreast of Town police activity. Melinda discussed the need for a back-up officer as she is currently the only active officer in Heath. BOS agreed to work with Melinda to find local part-time officers to cover needed shifts/hours. Melinda was reminded that the BOS appoints part-time officers and that any candidate must come to the BOS for appointment prior to offering hours. It is assumed that a new Police Chief will reconfigure the department as needed with BOS assistance.

**8:00 p.m. Officer In-Charge Melinda Herzig exits the meeting.**

**Other Business:**

**Appointments:** BOS discussed the appointment of two (2) local police officers as part-time, on call Heath police officers.

*On motion from Gloria Fisher, and seconded by Robyn Provost-Carlson , the Board voted unanimously to reaffirm the appointment of Tucker Jenkins and appoint Francis Noyes as part-time, on call Heath police officers.*

**Mail/ Email:**

- Reviewed Mail and Email

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

- Energy Reduction Plan for Criterion Three of the Green Communities Application for Designation.
  - *A motion was presented by Gloria Fisher to adopt the Energy Reduction Plan for Criterion 3 of the Green Communities Application for Designation; the motion was seconded by Robyn Provost-Carlson. The Board voted in favor of the motion and signed the letter.*
- Reviewed and Signed Warrants.
- Heath School Use Request. BOS signed request form to allow use of school on 11/3/18 for a memorial service; fee waived.
- Reviewed and Signed the Roadside Litter Letter.
- Reviewed and Signed a Time Off Request.

**Next meeting scheduled for October 23, 2018 at 6 p.m.**

*On a motion by Gloria Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to adjourn at 8:43 p.m.*

**Respectfully submitted,**

**Robyn Provost-Carlson  
Secretary**