

MEETING MINUTES

Town of Heath
SELECT BOARD
Sawyer Hall
December 18, 2018

Call to Order at 5:33 p.m. by Brian DeVriese with Robyn Provost-Carlson, Gloria Cronin Fisher, and Kara Leistyna present. Others in attendance: Mike Shattuck, Ned Wolf, Ken Gilbert, and Paul Dabrody.

Review Agenda: Art Schwenger will visit at 7:15 to discuss broadband.

5:30 p.m. Highway Equipment Discussion with Finance Committee: Tonight's focus is to follow up on fleet log; discuss the replacement of road boss vehicle; backhoe replacement, and truck #1.
Backhoe: One option is a used model that is for sale currently. More research to be done on warranty. This model was a single owner whose company went bankrupt. Schmidt bought it from John Deere. They cannot hold it for long. Discussed bidding and advertising required under procurement laws. Some crew members made a site visit and inspected the equipment. It has been determined to be a good piece of equipment and a step up in size from current model. It's a 2014, with 2,100 hours and sale price is \$85,000. Estimated repairs for currently owned backhoe is roughly \$80,000. A new model is \$140,000.
Road Boss Vehicle: Currently, personal vehicle is being used. Reimbursement for mileage is an option. Mike researched prices for 1 Ton new, single cab/long bed/with plow – roughly \$37-45,000. The currently owned vehicle (Ford Escape) was purchased used and served both highway superintendent and fire chief. Need further pricing on ¾ Ton models.
Truck #1: Needs to be replaced soonest and prefer smaller truck. Numbers are being crunched for 5500 model vs. 7400 with plow set up.
Truck #2: Diesel fumes are leaking into cab – needs repair.
Discussed balances in free cash (\$311,517) and Chap. 90 funds (\$29,718) as well as borrowing rates which are between 3.5 – 4%. Ned Wolf did some calculating and determined that to replace all it would cost \$53,500 each year for five years and .65 on tax rate. A portion could be used as down payment from free cash and some Chap. 90 could be used. Current balance in vehicle/equipment stabilization is \$82,742.87. Discussed trade in or salvage value. Discussed priorities and need for Special Town Meeting. The backhoe issue is determined to be most urgent.

6:00 p.m. Pause for Classification Hearing.

6:06 p.m. Resumed meeting.

Continued discussion with Finance Committee: Continued discussion on vehicles and STM. Decided to request free cash up to \$40,000 for road boss vehicle; \$85,000 from free cash for backhoe and will address truck #1 at future ATM. Kara will draft warrant. Mike will send any further STM requests to BOS/FinCom.

6:23 p.m. James Mullaney/Carnegie Arch, LLC: Calvin Carr joined the meeting with James Mullaney from Carnegie Arch, LLC which is a private fund made up of private investors involved with cultivation, manufacturing, extraction, and retail of cannabis products. Jim had forwarded some documentation prior to the meeting for the BOS to review. It was in an effort to jumpstart the conversation regarding interest in acquiring the Heath School building/grounds. Jim emphasized that his meeting with the Board tonight is to introduce himself and get a sense of the timeline for his request. He does not want to inappropriately pre-empt the RFP process or to prematurely share his own plans. Timing is very important; value of property is important and the support of the Town is critical. The RFP has not been written yet – Jim assured the Board that he would respond to the RFI by the 12/28 deadline. The Board requested a bullet list of what is needed to be able to accomplish goals. Discussed RFP timeline

and Special Permit/Community Host Agreement requirements. Jim presented his bio and his interest in the property located at 18 Jacobs Road. He shared that he has an experienced, solid team and this opportunity could create 20-40 new jobs in the area with a range of salaries/ roles. Again, he shared that a positive partnership with the Town is important as well as the timeline. Jim was thanked for visiting Heath tonight.

7:18 p.m. Jim Mullaney left meeting and Art Schwenger arrived shortly before.

Broadband: Art visited tonight to request a meeting with BOS/MLP Board, advisors and Bob Bourke, Broadband Liaison. Board thinks a meeting devoted to this topic alone would be helpful. Will determine best date/time once Jan/Feb schedule is decided.

7:27 p.m. Art Schwenger left meeting.

Reviewed Minutes: *On a motion by Gloria Cronin-Fisher and seconded by Robyn Provost-Carlson, the Board voted to approve the minutes of 11/28/18 as amended and 12/4/18 minutes as submitted.*

Mail/ Email:

- Andrea Woods re: RFI listing. Will wait for responses to RFI before proceeding with real estate listing.
- Tim Lively re: showing school building
- Listing of entities who have downloaded RFI
- Heath School Bond Debt (from Gloria)
- Heath School Expenses (separate hard copy)
- Bob Bourke re: Broadband Funding (to Kris Nartowicz)
- Betsy Kovacs re: Temp Occupancy Permits Regs. And Procedures. Board feels that prior to next renewal, fee could be adjusted. Inspections are no longer conducted, so fee should be reduced.
- Mark Reich re: Post Office Matter
- Robyn re: Fleet Follow Up and Backhoe
- Betsy Kovacs re: Please Appoint John Palmer to serve on Board of Health. *On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint John Palmer to serve vacant seat on Board of Health until 2021.*
- Betsy Kovacs re: 3 Ledges Road
- Kate Peppard re: yoga (moved to church)
- Megan Rhodes re: Open Space & Recreation Plan
- Jan Ameen re: 2018 Recycling Contamination Letter
- Upper Pioneer Valley Veterans' Services District
- Gowrie Group re: Offer for Insurance
- Heather Hathwell re: MHEC
- Michael Girardi re: MHEC new member
- Robert Bourke re: Meeting with Whip City Fiber – Bob has been advised that Select Board representative or all and perhaps MLP Advisors should attend as well, and perhaps someone from FinCom. Tentative Date: 1/10 at 6 pm
- CAF II Meeting Minutes (FYI)
- Art Schwenger re: CAF II Meeting Notes
- WiredWest Minutes 11/28/18

Other Separate Documents for review and/or signatures:

- Town Coordinator Report
- Treasury Warrants
- FY20 Budget Proposal MTRSD

- Accountant's Cash Reconciliation Nov-18
- Packet for meeting with Jim Mullaney
- Quarterly Report for Broadband Construction Grant
- Certificate prepared by Town Clerk for Oldest Resident
- Vacation Request(s)
- Heath COA Formula Grant Documents (Margo). On motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to sign COA Formula Grant application submitted by Margo Newton.
- Community Hall Use Form (Proposed Revisions) – will review at next scheduled meeting.
- WiredWest Onboarding Document
- Shapiro Land Woodland Enhancement Plan

Other Business:

- Fire Chief Vehicle: Title for fire chief vehicle reflects a different VIN than actual VIN. Vehicle cannot be inspected until corrected. Kara has contacted Upstate Auto several times with no results. She will ask RMV for advice.
- Community Compact: Reviewed list of options for best practices FY19. Kara will complete application and choose Transportation/ Public Works – Develop a Bridge / Culvert Preventative Maintenance plan to help prolong the life of these critical transportation assets and Energy and Environment: Sustainable Development and Land Protection – Complete a Master or Open Space & Recreation Plan to guide land conservation & development decisions including zoning & land acquisition.
- Heath's Oldest Resident: Gloria offered to attend the ceremony arranged by Town Clerk.
- Highway Dept.: Robyn suggested the highway crew keep a daily log of activity as a time management tool to analyze how best to plan tasks and where resources are best spent. To be discussed further.

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**