

MEETING MINUTES

Town of Heath
SELECT BOARD
Sawyer Hall
January 22, 2019

Call to Order at 6:00 p.m. by Brian DeVriese with Robyn Provost-Carlson, Gloria Cronin Fisher, and Kara Leistyna present. See attendance sheet for others present.

Review Agenda: No changes.

Mail/ Email: None submitted for tonight's meeting.

Broadband Discussion with MLP Advisors and Broadband Liaison: Group has reconvened tonight to receive updates and discuss broadband project going forward. Bob Bourke offered an update on the project and Sheila Litchfield provided a timeline.

Mohawk Estates: The last piece in the design, Mohawk Estates, requires a definition of plot/premise. This will include year-round dwellings and parcels containing a structure. Also, areas where extra fiber for future growth will be added to design.

Hut/Hub: A special permit application will be submitted to Planning Board for location of hut (near basketball court). Pricing for hut, install, gravel and concrete for pad (generator) and wiring for electrical conduits; cable will be provided to Board for approval. Bob will seek pricing for civil work.

Timeframe/ Funding: Current projections put Heath at completion for 3rd Quarter, 2019. Heath has no control on timeframe as it depends on utility companies. The make ready needs to be complete prior to running fiber. The results of the pole survey will be available in about a month – they are in negotiation phase to determine whether or not each pole is 'billable' or not. The State has promised to provide funds for any overruns if make ready comes in over the original cartesian model. The Town will start to receive invoices and these will need to be paid as they are received. The PPR (Premise Planning Report) will provide details that will assist in developing a drop policy (from street to house) and costs related. If make ready costs for the entire project exceed original model, Town may appeal to State for additional funds.

Edge Cases: Discussed edge cases that require negotiation and an IGA (Inter Governmental Agreement) with applicable towns. Need to determine challenges of each case. MLP Advisors will use template IGA and fill in details of each case for MLP Board to review.

ISP (Internet Service Provider): Several people (Bob Bourke, Art Schwenger, Jan Carr, Ned Wolf, Kara Leistyna) attended an ISP meeting at Westfield Gas & Electric today. Board would like each prospective ISP to offer cost/services for comparison. At that point, they may discuss and choose.

CAF II (Connect American Funding): Census Block requires clarification on what constitutes a premise. Bob will see if Mohawk Estates is located within the census block.

Quarterly Reports for construction grant: Heath is up to date on reporting. Bob has regular calls with Bill Ennen. He says if we have any trouble with the billing, to let him know right away to avoid any delay.

Financing: Clark Rowell, our financial advisor with UniBank is retiring soon. He will visit Heath with his replacement to discuss broadband financing.

WiredWest/ISP: Discussed how collaboration with other towns can help save money in management/accounting; can also offer opportunity to negotiate with other towns for backhaul so that fiber is available through two points in case of outage; a retainer is needed for emergency repair or tech support and this could be shared with other towns. WiredWest was compared to a regional model like a school district. A Manager/Director is hired with a Board made up of reps from towns like the school committee. WiredWest will contract with Westfield Gas & Electric for ISP (Internet Service Provider) and management costs may be shared. Westfield Gas & Electric may be chosen directly to serve as ISP. Heath has not chosen an ISP at this time and will continue to compare opportunities.

Thank you to Bob Bourke, and MLP Advisors who left meeting at 7:10 p.m.

Special Town Meeting Warrant: Reviewed articles and discussed with Finance Committee members Ned Wolf and Kathy Inman. Finance Committee will meet Monday to review warrant. *On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve all warrant articles as presented for the February 12, 2019 Special Town Meeting.*

Highway Road Matters: Robyn asked Mike Shattuck and Jeff Johnston to attend to discuss concerns of residents regarding road care especially during a weather event. The Board would like to address the emails that were received in order to get everyone on same page. Jeff Johnston, Shop Supervisor, attended tonight's meeting.

South Road: The first item for discussion is the culvert matter on South Road. A response was sent to resident explaining the misunderstanding. The culvert was posing a problem with drainage and was crushed. Water was then redirected and eventually flowing onto roadway creating an ice dam, according to Jeff. The culvert had to be removed with a replacement planned. The culvert ownership was misunderstood and the resident who gave permission to do the work, was not the owner. Matter will be resolved.

Transfer Station/ Waste Management Haul: Discussed matter and the scheduling of hauls. Matter resolved.

South and Mountain Road: Board explained that a resident from South Road had visited the meeting last week with concerns. Jeff answered questions for the Board. Harris Mountain Road/South Road used to be closed all winter. It is a problem area with water flow/ wash out/ mud issues. The road has narrowed over time which creates problems, too.

Discussed the importance of responding to residents even if the issue has been resolved and to contact them as soon as possible with a follow up. It's also suggested to encourage residents to call the cell number if they cannot reach the crew at the highway dept. line.

Gary Singley, a resident in attendance, mentioned that the brush along the roadsides poses danger. The logs should be removed. Jeff gave assurance that the crew is aware of the logs and is attempting to remove them. Asplundh crews leave behind debris. The Sheriff's department workers have assisted in the past with brush removal. Time is stretched when Heath crew are working on vehicles and making sure they are in good order. A suggestion was for crew to pick up brush when traveling the roadways. If they see some branches or debris, to pick it up and put into truck for disposal.

Discussed equipment needs. More research is being done to make determinations on long range planning. Kathy Inman and Gary Singley offered some suggestions. Gary was asked if he'd like to assist on a committee or volunteer in some way.

Kathy Inman and Gary Singley left meeting at 8:28 p.m.

Other Business:

- Cold Frames at Heath School Grounds: Sheila Litchfield requested the use of the cold frames/ shed for the Hawlemont HAY program. ***On a motion by Gloria Cronin-Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to authorize Sheila Litchfield to take the cold frames/ shed for use at Hawlemont.***
- ATC: ***On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to accept Client Services Agreement between Town of Heath and ATC Group Services LLC in the amount of \$5,500 for Non-Traditional Work Plan and Monitoring Services for 5 Ledges Road, heath, MA (Proposal #CG2018Heath).***
- Kara will invite Mike Shattuck to a Board meeting on Feb. 12th at 6 p.m.

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 9:00 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**