

MEETING MINUTES

Town of Heath
SELECT BOARD
Sawyer Hall
March 12, 2019

Call to Order at 6:02 p.m. by Brian DeVriese with Robyn Provost-Carlson, Gloria Cronin Fisher, and Kara Leistyna present. See attendance sheet for others present.

Review Agenda: Dohn Sherman, 6 pm to discuss his schedule at highway dept., and debt exclusion (to be discussed with Finance Committee at 7 pm).

Dohn Sherman: Dohn attended tonight to discuss the transition of highway hours from 5-8 hour days to 4-10 hour days. Robyn shared that she discussed with the supervisors and the preferred timeframe for transition is April 15 annually and at the end of daylight savings in the fall (for 2019, it's November 3).

On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve highway dept. schedule as follows:

Four, 10 hour days starting April 15 annually;

Transition to five, 8 hour days at end of daylight savings in the fall, annually.

Further, discussed Dohn's schedule, an option for which was suggested by Board in response to Dohn's request – five, 8 hour days were offered as an alternate, not as a directive. Board suggests that Dohn have a conversation with his supervisor as to what works best for him and the dept. The original decision to change the schedule from five to four was due to overtime in the winter and an option for possible savings for the Town. Fridays could be spent on maintenance and repair but encourage conversation with supervisor as to what makes the best sense. Some other suggestions were offered. Robyn offered to assist if needed. Crew daily hours as of April 15 will be 6 am – 4:30 pm. If Dohn works on Fridays, Robyn added that his presence at the department will be helpful.

6:13 p.m. Dohn Sherman left and Bob Dane arrived.

Minutes: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to accept the minutes of 3/5/19 as amended.*

Mail/ Email:

- Robyn email re: winter accounts
- Tax Collector re: salary
- Mark Reich re: Jim Mullaney
- FRCOG announcement Shared Services Summit. Kara will attend, 3/20 from 1-3.
- MTWP documents
- Linda Dunlavy re: Regionalizing IT next steps
- Henry Godek re: Verizon
- Robyn re: Winter Accounts
- Jenny Hamilton re: Mohawk Estates
- Hilma Sumner re: ATM article and article; Town Clerk salary and petition
- Robyn re: BOS business
- Mark Reich re: Town Meeting article
- Bill Ennen re: Broadband call
- Ned Wolf re: meeting with Joe Markarian. Board needs to know if Heath is ready to borrow; will arrange a meeting with Clark Rowell and his successor; Kara will schedule a meeting with MLP Advisors and Bob Bourke, Liaison. Will discuss further with Finance Committee.
- Ned re: same

- Andrea Woods re: RFP
- Town Accountant re: Winter accounts
- Robyn and Ned re: debt exclusion and related documents
- Phoebe Walker re: Next steps on short term rentals
- Bob Dean re: Shared Services with Regional School Districts
- Phoebe Walker re: CPHS and Colrain. Betsy Kovacs shared that there is no reduction in assessment due to the need to hire another person ten hours per week to assist with Title V and other testing. Assessment unchanged.
- Art Schwenger re: MTWP
- Jan Ameen re: Recycling and Tonnage Comps – do you want security cameras. Discussed increase in tonnage for August and October, 2018. Ken will watch closely and Board will review tonnage numbers on a closely monitored basis. Reason for increase could be that bags being dumped are heavier than normal e.g. construction debris.
- FCSWMD Recycling Charts
- Christian Kelly re: IRENE. Heath will invite legislators for site visit in summertime.
- Jan Ameen re: CY18 Recycling Rate

Other Separate Documents for review and/or signatures:

- 3/5/19 minutes
- TC Report
- Letter to Verizon
- Duties of Boards of Health
- WiredWest draft minutes and draft Network Operations Services Agreement
- Payroll and Treasury Warrants
- General Fund Expense Report
- Beacon
- Donation of \$500 to Frank E. Carpenter Prize from Heath School PTP

7:00 Finance Committee: Will together discuss: STM results and next steps; FY20 budget planning; debt exclusion; transfer request from highway dept. for funds from Finance Committee reserve fund; winter spending accounts.

STM Results: Although a two-thirds vote was not achieved for passage of Art. 4 (authorizing the Board to sell or lease or otherwise the Heath School building) the Board will invite Carnegie Arch LLC representatives to an informational meeting. They will be asked to present their proposal including what financial implications for the town and answer questions. Another informational meeting will be held to cover any alternate options that people have for the building/grounds including a more general discussion. Some folks in town are researching options other than selling.

Robert Dane attended tonight because he would like to offer his support to help facilitate a better understanding of the proposal offered by Carnegie Arch LLC. There is a deadline, and Bob feels the Town has to focus on this proposal – what it means for the Town financially and its potential impact on the community. Yes, there may be other options but Bob feels that the proposal is on the table and if this doesn't pass, then the Town should focus on other options. A lot of work is needed to assemble information for the community. Most importantly, what the proposal means in real terms and the potential benefits. This proposal needs close study. Bob proposes to offer his assistance as a volunteer facilitator and to assemble a working group to gather information and ideas for Host Community Agreement to be presented in a way for everyone to clearly understand. He suggests kitchen meetings, larger informational meetings and that Town Meeting be held at Community Hall. When the Zoning Bylaws were passed, that meeting was held at the Hall and 250 voters attended. Kitchen meetings and getting information

distributed was essential in getting the voters informed – it was key to the Town coming together and agreeing on what’s best for the Town. We have limited time and Bob is available to assemble folks to work on certain tasks to bring before voters such as graphics/handouts. It’s essential to promote the dissemination of concrete facts, encourage voter participation, come up with suggestions for inclusion in Host Community Agreement, and if passage, then a solid negotiation with the end result of mutually beneficial arrangement. Bob asks for Board’s endorsement.

Susan Lively and Pam Porter attended tonight as well. They are working with a group of citizens interested in researching other options for the property such as 1) move all Town offices to 18 Jacobs Road; 2) move nothing and sell property; 3) use the property for some town functions and leave some at Sawyer Hall and Community Hall, etc. Some voters are not ready to decide and need information on both sides of picture – the pros and cons of both sides. This group wants to study the proposal and other options to see what it really means for the community/Town. This group would also like to report to the Board. They believe there are other considerations other than financial and want to look at 10-20 year planning to include costs, possibility of solar option. Everyone’s goal is the same – what is best for Heath.

The Board appreciates the interest in this very important matter. They ask that each group provide a list of members, provide a list of goals and submit to Board for review. One goal is to extrapolate out 5 years for all options. Kathy Inman of Finance Committee asks that all numbers provided are valid including ongoing maintenance, revenue and expense, and useful for making informed decisions. Contact Kara to be added to agenda. This opportunity is unique and the financial piece is critical for the fiscal health of the Town. Broadband borrowing is impending and the Town needs to weigh this carefully. The Board wants to avoid opposition – it supports the work and will keep people informed. Discussion to be continued. Thank you.

Winter Accounts: Jeff Johnston attended on behalf of highway dept. Mike Shattuck, unable to attend, spoke with Ned Wolf earlier and was confident his materials account was okay. Jeff shared that the gravel reserve is empty. Mud season is upon us and fill is essential. Discussed options for monetary transfers in May and ATM.

Truck: Discussed replacement of International and Truck #1. Jeff will get 2019 pricing. Smaller models have about 7 year life; larger models 10-15 years. Discussed options and warranties. Next replacement in line, after truck #1, will be Jeff’s truck #3. Truck #1 is currently in decent shape after repairs completed in 2018. Robyn shared that they are exploring the option of switching the two in the replacement schedule. Awaiting input from mechanic.

South Road: Stone has been delivered in case of rain and to be added to South Road.

Thank you, Jeff.

Debt Exclusion: Ned shared that after meeting with Joe Markarian on debt exclusion, Joe feels it’s important for Heath to consider a debt exclusion for broadband. Would like to confer with financial advisors to discuss more fully. If a debt exclusion is passed, different borrowing options will be available to Heath. Heath has at least four occasions where debt exclusion was passed. A ballot vote will be required as borrowing has already been authorized by town meeting. Ned feels it makes good sense and to have this discussion in conjunction with the school building issue.

On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to place a ballot question before the voters seeking to debt exclude the previously authorized broadband borrowing.

Once MLP Advisors and Broadband Liaison meet with Selectboard, Clark Rowell will be contacted to set up a meeting to review the borrowing. Need drop policy/costs and make ready costs.

FY20 Budget Planning: Reviewed budget requests. Several employees (Tax Collector, Accountant, Town Clerk, Asst. Assessor, Treasurer are asking for salary increases). Need to determine if their request brings their position beyond their current grade level. Need to calculate and determine if request includes new tasks that will trigger an updated classification. Budget hearings will be scheduled for accountant, asst. assessor (Board of Assessors), highway dept., police dept., tax collector, and town clerk. Planning Board is requesting 20 hours annually for office assistance (special permit processing, advertising, etc.) Will add to their expense line.

Scheduling: Annual Town Meeting will be held at the Community Hall. Kara will notify Heath Herald. Will arrange for two-way screen and audio to facilitate participation on both floors. Tentative Informational Meetings will be held Saturday, April 6 and 13, from 10 am to 1 pm. Kara will confirm with Carnegie Arch LLC. For Selectboard: 3/19: Performance Review and Budget Hearing, John McDonough, Police Chief; Highway Budget Hearing; Salary discussion.

3/26: Meeting with Mike Shattuck; Accountant budget hearing; Art Schwenger and Peggy Sloan, MT Woodlands Partnership

4/2: Assessor budget hearing; Town Clerk budget hearing; continue salary discussion with Finance Committee

4/9: Tax Collector budget hearing (Kara will ask Betty to prepare an update on software status

4/6: Informational Meeting with Carnegie Arch LLC (tentative), Planning Board and Finance Committee representatives

4/13: Informational Meeting general discussion and presentation of options for Town

Other Business:

- Mohawk Trail Woodlands Project: Art Schwenger provided some documents for the Board's review. Because a few questions remain, the Board will meet with Art and Peggy Sloan for clarification before voting to approve Heath's participation.
- Carnegie Arch LLC: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to sign and send letter to Carnegie Arch accepting RFP proposal contingent upon voter approval on May 11, 2019.*
- Appointment: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Sheila Litchfield to serve as WiredWest Alternate Representative.*
- Annual Report: Robyn, with assistance from Kara, will prepare 2018 annual report.
- Assessors Mapping Project: Robyn provided status and discussed ramifications of changes to many properties.
- School Building Groups: Board would like Kara to reach out to Sue Lively and Bob Dane and ask for a list of proposed members and intended tasks/goals for respective groups. Selectboard will review once submitted.

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 9:30 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**