

## MEETING MINUTES

Town of Heath  
SELECT BOARD  
Sawyer Hall  
May 21, 2019

**Call to Order at 6:02 p.m.** by Brian DeVriese with Robyn Provost-Carlson and Gloria Cronin Fisher. Kara Leistyna was not present. Also present Jan Carr, Ned Wolf, Alice Wozniak, Margaret Freeman, Gary Singley, Tom Lively, Pam Porter, Sue Lively and Jean Gran. See attendance sheet for others present.

**Review Agenda:** No changes.

### **6:02 p.m. Review Mail.**

*On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve to raise the Tax Collection Demand Fees to \$10.00.*

*On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to accept with regrets the resignation of Bob Bourke from the Parks and Recreation Committee, the Zoning Board of Appeals, the Open Space Long Term Planning Committee and the Heath Veteran Memorial Committee.*

*On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Alice Wozniak to the Zoning Board of Appeals.*

### **6:10 p.m. Public Comment Period:**

**Tom Lively:** Volunteered mowing services at the Jacobs Road property. BOS thanked Tom for his offer and explained that mowing services are currently provided by the Town but that they would be reviewing the complete list of maintenance requirements for this building and grounds quite soon and would report back with a plan for the continued grounds maintenance.

### **6:15 p.m. Continued with Mail Review:**

Reviewed Jonathan Diamond's request for school use for Friday, May 24<sup>th</sup> and possibly Saturday, May 25<sup>th</sup>, 2019 for use for the Hilltown Youth Performing Arts. BOS agreed to allow usage under the agreement that the building and grounds would be cleaned after use. Brian DeVriese agreed to call Jonathan to discuss.

**6:30 p.m. Finance Committee Joins Meeting – ATM Re-Cap:** Scheduled year end transfer reviews for the June 18, 2019 and July 2, 2019 BOS/FinCom joint meetings. Re-Cap of Annual Town Meeting. Started discussing Use of School possibilities. BOS discussed establishing a School Use and Maintenance Committee much like what we currently have for Community Hall. BOS will further this discussion at the next BOS meeting. It is important to start looking deeper at the costs to maintain the school building and property. FinCom will prepare a financial review of the school building costs for presentation to BOS at the June 4<sup>th</sup>, 2019 meeting. The building roof has been a concern for many. When will replacement be required, at what cost, are repairs currently needed, etc. Robyn Provost-Carlson will reach out to a commercial roofer and look for assistance with inspection and cost estimation. Brian DeVriese has spoken to Town Counsel for guidance in what can and cannot be done with the building. Town Counsel replied that the Select Board could lease the building for up to 30 years per MGL Ch. 40, sect. 3. Brian will ask that response be sent to the full Board for review. The use of solar energy has been discussed a number of times as a possible way to help with maintenance costs for all Town owned properties. It was suggested that we further define our goal for solar use and start thinking about

preparing a Request for Proposal for a solar project. It was also suggested that we reach out to the Energy Advisory Committee to assist with this project.

*On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Steve Thane to the Energy Advisory Committee.*

**6:45 p.m. Jeff Johnston, Highway Department Superintendent enters the meeting.**

**7:00 p.m. Kathy Inman enters the meeting.**

**7:00 p.m. Jeff Johnston - Town of Heath Highway Department Superintendent:** Jeff presented an update on his work to complete the required actions as presented to the Town in the Department of Labor Safety Standards inspection report. All actions must be complete prior to June 14<sup>th</sup>, 2019. Jeff is near complete with all actions. Highway Department transfer requests were reviewed and approved by BOS and FinCom.

*On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve two (2) Highway Department budget transfers for FY19. \$705 to be transferred from Vehicle Gas & Oil to Wildlife Damage Control and \$3,400 from Vehicle Gas & Oil to Garage Maintenance & Utilities.*

Jeff requested permission to begin the process of preparing formal bids for the ATM approved purchase of a new cab and chassis and tractor. FinCom requested a short period of time to review all of the financial results of the ATM before any steps were taken toward the new purchases. BOS agreed. Ned Wolf, Chair of FinCom, will respond to Jeff's request after the next FinCom meeting. Jeff reported that all crew will soon be taking steps toward achieving licensing as required for roadside mowing.

**7:20 p.m. Art Schwenger enters the meeting.**

**7:30 p.m. Jeff Johnston, Highway Department Superintendent exits the meeting.**

**7:35 p.m. Bob Bourke enters the meeting.**

**7:31 p.m. Art Schwenger and Bob Bourke – Broadband Advisory Committee Update:** Art reports that our current “make ready” costs are considerably higher than predicted. We are looking at a number that is closer to \$2.2 million due to the higher than expected number of poles requiring replacement due to their short height. There is not enough room on the existing poles for proper wire attachment. At this point, we are still in the belief that the state will be covering the shortfall of money that was approved for spending by the Town, which was \$1.45 million; the only question is when these offsetting funds will be available to the Town. The Town has started borrowing against this authorized \$1.45 million. \$500,000 has been borrowed and will be used to pay the final Verizon invoices; the bulk of the Verizon invoices were paid from the State Broadband Construction grant. At the request of Bill Ennen, current National Grid invoices are to be held for a short period of time while further cost research is completed. Westfield Gas & Electric has the Heath build-out design complete and is now ready to go out to bid for construction. The chosen contractor would be required to hold their bid price for one (1) year.

*On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to request that Westfield Gas & Electric proceed with the construction bid process on behalf of the Town of Heath.*

Bob reported that he will be seeking bids for the site work for the broadband equipment hut which will be located in the center of Town. BOS was also informed that we should soon be receiving a Questionnaire in regards to the broadband system construction. It will seek information regarding pole details during construction, pole storage and the like. Bob will check to see what the protocol is for the removal of the old poles scheduled for replacement. Art reports that he will be attending a WiredWest meeting the next night and will be reporting back to BOS at a later date.

**8:12 p.m. Bob Bourke exits the meeting.**

**8:15 p.m. FinCom exits the meeting and resumes a posted FinCom meeting in the Assessor's office.**

**8:15 p.m. Art Schwenger, Tom Lively, Margaret Freeman, Gary Singley, Sue Lively, Jean Gran exit the meeting.**

**8:30 p.m. Pam Porter exits the meeting.**

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

- Payroll and Treasury Warrant
- Leave Request

**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 8:40 p.m.***

**Respectfully presented,**

**Robyn S. Provost-Carlson  
Secretary**