

MEETING MINUTES

Town of Heath
SELECT BOARD
Sawyer Hall
July 16, 2019

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

Review Agenda: No MLP Advisory Committee. Will meet on July 30.

Minutes: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve the minutes of 6/18/19 as revised and 7/2/19 as amended.*

6:10 p.m. Public Comment Period:

Bill Gran offered public comment regarding status of facilities/feasibility committee. Jean Gran also asked about status of appointing committee members. Board has reviewed past reports from former feasibility committee/task force and will draft a list of tasks for newly appointed group.

Bob Dane also inquired about committee and again expressed interest in participating.

Jean Gran asked about fourth charge of Heath School Building Use Committee. The Board stated that the first three are currently implemented and need more information for fourth.

Betsy Kovacs offered comment on agenda for Heath School Building Use Committee.

The Board stated that the group will discuss and bring recommendations to the Select Board; minutes will be posted.

Jayne Dane offered comment asking when minutes of Heath School Building Use Committee would be available.

Lynne R. from Ledges Road offered comment on rule for affixing transfer station permit to vehicle window.

Other Business:

FY20 Appointments: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Lorena Loubisky to Agricultural Commission;*

Nina Marshall, Jayne Dane, Betsy Kovacs, Heather Hathwell, Scott Peterson and Susan Gruen to Historical Commission; and Margo Newton, Eileen Lively, Jean LaMothe, Gloria Cronin Fisher, Alli Thane Stetson, and Teresa Peters to Council on Aging.

Town Coordinator Report: Gloria will work on Town-wide mailing/updates to be reviewed on July 30.

Mowing: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to hire Snow and Sons for FY20 Cemetery and Town Center mowing.*

Landfill Quarterly Inspection: Gloria offered to walk the landfill once grass has been mowed.

MIIA Inspection of 18 Jacobs Road and other related matters: One issue noted during the inspection was the smell of propane in the kitchen. Kara will check with Tim and ask him to address it. The roof will be assessed on July 28, 2019 by Fred Pazmino, the acting president of Titan Roofing. Another matter the insurance inspector noted was the extensive cracking in the parking lot and drive. He warned that the grass growing from the cracks may create a liability. Robyn will follow up with Jeff Johnston. Discussed recommendation that a hold harmless form should be signed by all volunteers. It was asked whether the form is necessary if people bring their own equipment. Tim presented his list of tasks that need completion at the property. He feels that one hour per day in addition to the two he already spends there should allow him to complete tasks. *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to add five additional hours weekly to Tim Lively's schedule at 18 Jacobs Road for a total of 15 per week (and 15 at other town-owned buildings).* The hours at 18 Jacobs Road are covered by the MTRSD funds. Kara will furnish Tim's list to the Heath School Building Use Committee so that they may seek pricing for the tasks that need completion.

7:00 p.m. Massworks Public Informational Meeting: Jeff Johnston provided a summary of the proposed project. This is a resubmittal of the application that was denied last year. The project has been modified a bit to include South Road from Town Center to Burrington to Avery Brook Road at the Charlemont line and South Road to Bassett Road (an additional mile). It will entail Cold-In-Place recycling asphalt and two inches of hot mix; line painting; culvert work. Pricing estimate includes hired equipment, tree work, detail work, etc. Jeff would like to save money by using certified flaggers rather than police detail. The Town will ask for the full \$1,000,000 but the project total including use of Chap. 90 funds will be \$1,073,666.26. Town Coordinator will assist with application and completion of necessary steps for submittal. Due date is August 9, 2019. Awards will be announced sometime in October. If awarded, Heath may complete project next spring/summer.

Jeff is seeking pricing for culvert repair on Rt. 8A.
Thank you, Jeff.

7:08 p.m. Public Informational Meeting closed and Jeff Johnston left meeting.

Other Business Continued:

Facilities Group: Discussed purpose/charges. Past reports will be reviewed. One main task is for the group to assess the current buildings. Kara will provide reports to all prospective members of committee. Discussed accessing information and how to do so without interfering with work of employees. And the establishment of an end date/final report is needed. Rough estimate is one to one and a half years for study. Perhaps an update will be helpful to have for 2020 Annual Town Meeting. Brian will draft list of tasks to be reviewed on July 30.

7:45 p.m. Finance Committee entered meeting.

Ned Wolf presented some data on projected costs for 18 Jacobs Road. There are unavoidable costs in the coming year. Insurance cost is still uncertain but awaiting the figure. Discussed cost of staff (10 hours weekly plus insurance). At the full eight-hour day at current rate, the cost would be \$42,000 for 18 Jacobs Rd. Finance Committee has studied 80 pages of transactions from the District spanning FY12 to FY16 (while school operational in an effort to come up with a projected number for the building in full use for budget planning). Discussed mowing and plowing needs. Robyn will reach out to highway crew to see how Town can assist with snow removal, trash pick-up, mowing, and/or asphalt repair. Ned brought up the contracts the District had in place for appliance/furnace maintenance and cost including furnace, dishwasher, fire alarms/security in addition to cost for pumping septic. The balance from District is roughly \$123,000 and he believes this will cover the coming year. However, if we cannot lease the building beyond the 31% threshold (which determines vacant status or not), how do we cope? Need to charge for use that covers expense. Also discussed need (or not) for a generator which costs roughly \$77,500 according to Ken Gilbert; possibly a sprinkler system (not yet determined); heating costs and ways to save. Some equipment (valves) need fixing. Costs need to be determined in order to budget properly for FY21 and to determine what to charge for rental/lease. Energy Advisory Committee is looking into solar options for the Town. Alice Wozniak shared that we need to determine where Town can save or scale back.

8:15 p.m. Board of Health: Betsy Kovacs, Chair of Board of Health (BoH), is here tonight to address the issue of enforcing bylaws with respect to semi-trailers, unregistered vehicles, and trailers. According to new FRCOG Health Director, Andrea Crete, enforcement of zoning-related bylaws, such as unregistered vehicles, semi-trailers, trailers, is not under the purview of Massachusetts Boards of Health. This was discussed with the Planning Board and it was confirmed that Board of Health should not enforce these violations. An agent of the police is responsible for enforcing bylaws regarding unregistered vehicles. Semi-trailers and trailers bylaws should be enforced by the Building Inspector, reporting to the Select

Board. Until recently, when Andrea Crete informed the BoH that it is not its responsibility to enforce zoning infractions, the BoH had been charged by the Select Board to ensure that all bylaws are enforced and that they are done so equitably. In that spirit, the BoH inventoried suspected unregistered vehicles, semi-trailers and trailers in the Town for inspection and possible enforcement of the zoning bylaws. In addition, there are other housing-related infractions which the BoH has passed along to the Building Inspector. Some violations have been ongoing for years without resolve. There are some serious matters that require attention including where children may be involved. The BoH often receives complaints that are passed on to the Inspector, but often there is no response and/or the issue is not resolved. FRCOG is paid for these services, but they are not well-managed and resolved. The Police Chief said that he received a list of possible unregistered vehicles for inspection from the BoH, but that he does not have sufficient time to inspect. Discussed whether Heath needs more resources to enforce violations. Jim Hawkins has a local inspector to assist who works incrementally with folks on how to resolve. Action needs to be taken. Letters sent by inspector have deadlines but no follow up. Brian will share concerns with Jim Hawkins and ask for a plan of action.

Mail/Email:

- KP Law re: Increase in hourly rate
- Margo Newton re: Heath Town Talk
- Betsy Kovacs re: Information that she will discuss with you at meeting on 7/16
- Betsy Kovacs re: Violations (again, to be discussed at 7/16 meeting)
- Betsy Kovacs re: Semi Trailers and/or Storage Containers
- Betsy Kovacs re: Unregistered Vehicles
- Town Clerk re: Heath Annual Town Meeting of May 11, 2019
- Emily Chabot re: update on validation of town election
- Snow & Sons lawn mowing bid – please vote to accept
- Rich Afrikian (Inspector for MIIA) re: recommendations for school building/grounds
- Mick Garrold re: removing 18 Jacobs Rd. from Town policy
- Susan Nadile re: Volunteers and hold harmless agreement
- Mick Garrold re: inspection of 18 Jacobs Rd. / Vacancy Guidelines
- Mick Garrold re: 18 Jacobs Rd.
- Playground Safety Fact Sheet and info. on finding a playground inspector
- United Elevator re: Re-inspection
- Copy of Transfer Request (FinCom)
- Tim Lively re: Heath School tasks/hours
- Robert Gruen re: Fire Dept. Liaison role

Other Separate Documents for review and/or signatures:

- TC Report
- Treasury and Payroll Warrant
- Request for Leave
- Standard Commercial Security Agreement (Detectoguard)
- Broadband Liaison Timesheet May and June, 2019
- Municipal Advocate publication
- 7/2 minutes Draft
- 6/18 minutes revised
- Modification Request (2019-001 West Branch Rd.)

8:40 p.m. Finance Committee members left meeting.

Signed Documents.

There being no further business to come before the Board: *On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to adjourn at 8:48 p.m.*

Respectfully presented,

**Kara M. Leistyna
Town Coordinator**