

**MEETING MINUTES**

Town of Heath  
SELECT BOARD  
Sawyer Hall  
September 10, 2019

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

***On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to reconvene the meeting in the upper level of the Community Hall.***

**Review Agenda:** Brian said Larry Sampson would be coming at 8:00 for the final review and signing of the rental license.

The Treasurer left borrowing note to sign to pay for new tractor.

**Public Comment Period:**

- Jenny Hamilton remarked that availability of the school building as a temporary rental should be more well publicized.
- Betsy Kovacs offered appreciation for the meeting move.
- Betsy Kovacs updated re: DPH aerial spraying in eastern MA but not likely here. She is contact with Matt Osborne. Spray is toxic to bees.
- Betsy Kovacs will be away Sept. 15—25. Henry Godek will serve as acting chair. She asked that Sheila Litchfield be appointed contact point person. ***On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Sheila Litchfield as the contact point person for EEE needs and concerns.***
- Poster to be made to sign up for All-Call list as it was thought not everyone is on the list.

**Minutes:** Minutes of August 27 and September 5 were accepted as amended.

**Animal Control Officer (ACO):** New ACO Kyle Dragon introduced himself to the meeting. He explained that the best method for a response would be to either call the number provided on his business card, 413-768-0983, or to call the Shelburne Dispatch Center, 413-625-8200. Kyle explained that his procedure for a loose dog will be to secure the animal. If it does not have a license or rabies tag, he will transport it to the shelter. He has a few licenses and tags with him so that an owner can purchase a license when retrieving their dog. If there is a complaint of a vicious dog, Kyle instructed that a person should call the Dispatch Center so that police can also respond. When a non-criminal ticket is issued, an owner has 21 days to comply before being summoned to appear before the court magistrate.

Any dog residing in-state more than 30 days must be licensed within the state. Before an owner is issued a kennel permit, the ACO must inspect the kennel area, per law. Kyle said he intends on working with each town clerk to ensure that dog bylaws are current with state law.

Kyle said that FRCOG is writing a press release for announcement to the towns and local newspapers. Doni is the contact person in the sheriff's department for public relations and from whom to obtain a picture, if it was desired for publicity.

**Borrowing Note:** ***On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to approve and sign the \$58,000.00 borrowing note to fund payment for the new John Deere tractor and accessories.***

**Police Chief & MEPOA:** Chief McDonough was present to address Mohawk Estates safety concerns, in particular a complaint of nonresponse to burglaries. He explained that one property owner had not called until after they had returned to their fulltime residence. At which time the Chief tried to return his call. With another incident the person had sent an email later and the Chief was unable to make personal contact. Chief McDonough emphasized that, if someone is aware of a situation like a burglary, they need to call the dispatch center to get police response; it does not work to email or contact the MEPOA president. He stated that he has answered every call in all parts of town since he came on the job.

Chief McDonough stated that periodic patrolling was a big part of deterring incidents of crime. He read information from a state law-enforcement rulebook stating that off-highway vehicles and golf carts were prohibited on town roadways and, if necessary, law enforcement may enter and pass through private lands. *It was agreed that there needs to be further conversation at another meeting regarding police presence in Mohawk Estates. This will be scheduled in the future.*

**Emergency Management Communication Meeting:** Chief McDonough attended the meeting on September 5. It is estimated that the upgrade cost will be around \$1.25 million. Funding will pay for portable and mobile radios with dual band width however, it will not pay for installation of the new radios. It is thought that the upgrade will not take place within FY 2020 but installation fees will need to be included in the next budget year.

**Unregistered Vehicles:** *It was agreed by the Select Board and the Police Chief that this should be dealt with at a future meeting when there is ample time for deliberation.*

**School Building Lighting:** Pam Porter presented information from Todd Weed, FCTS, and Mike Parmenter giving costs for having the school replace the lighting. \$13,966.39 would include the fixtures and student labor. The change-out is estimated to cut wattage use in half. If only the outdoor lights were to be replaced, the amount would be \$5,077. In talking with Alyssa Larose, it was determined that the Green Communities Grant does cover light fixtures. And that modifications to the Energy Reduction Plan and the project proposal can be made.

Robyn commented that she had driven to the building between 8:00 and 8:30 p.m. and there were no outside lights on. Hilma will talk with Tim to see if the timer should be readjusted.

**Energy Advisory Committee:** Noy Holland, Steve Thane and Bill Gran attended from the committee. In review it was stated that the META grant was submitted on August 1 to apply for \$12, 500 in funds to have a feasibility study completed at 5 Ledges Road, Community Hall roof and the Salt Shed to see the suitability of each place for solar installation. The Board stated that the 18 Jacob Road Property needs to be included in the energy reduction plan so that grant monies can be sought for projects at that location.

The FRCOG is in the process of seeking bids for the furnace room asbestos survey. After the survey is complete, the asbestos will need to be cleaned out. When the room is clean, an engineer will need to evaluate whether or not the original replacement plan can be done.

Pam Porter recommended that, if an energy audit was being done for the school building, perhaps it ought to include the Hawlemont building since that could be included in future grant applications.

Besides the Energy Advisory Committee, the Board decided to invite the Town Facilities Task Force and the School Building Use Committee to the September 24 meeting with Alyssa Larose, FRCOG,

**Town Coordinator Search Committee Report:** Robyn reported that after reviewing the applications, the committee would be holding initial interviews with all applicants before making any recommendations to the Board. She will schedule interview appointments.

**License agreement for Room 124 in School Building:** Larry Sampson was present to finish review of the license agreement. It was noted that it was written in the license that either party can terminate the agreement with a sixty (60) day notice to the other party. ***Gloria Cronin Fisher motioned that the written license agreement be approved and signed, Robyn Provost-Carlson seconded.*** On further discussion, Gloria stated that she did not think it was a good idea. Robyn added that the town voted to hold on to the Jacobs Road property at ATM and that she would like to see the Board work to collect as much data as possible for the town about the pros and cons of the ownership of the building and property. She added that having a license agreement with an agreed upon ending date, on a small portion of the building, was an opportunity to obtain hard data about the potential costs of using space. Gloria remarked that she wants the Board to work on an RFP for the building. Robyn said that, if finances allowed, she wants to see use in all the buildings in town. Seeing no further discussion, ***the motion passed with two ‘Aye’ and one ‘Nay.’***

Tim may now be directed to give a door key to Larry.

#### **Other Business:**

- ***On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint Mary Holan to the Open Space and Recreation Plan committee at FRCOG.***
- The Board asked that the MIIA agent be emailed to request that an adjustment be done with coverage for the school building since usage is increasing and can no longer be deemed as a vacant building.
- Community Hall Storm Windows: Specs were reviewed and found unacceptable. ***On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to reject the bid due to unacceptable window design.*** Brian mentioned that there is a window manufacturing company, R & R Window in Easthampton that he would contact.
- Tracey Baronas’ recommendation for a temporary accounting replacement of David Fierro was reviewed. ***On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to invite Mr. Fierro to meet with the Board and agree upon services and compensation.***
- September 16 meeting: The Board will meet either on September 16 or 17 to review town counsel’s response to the OML complaint and to open and award a landfill mowing bid. Hilma will contact Mark Reich to ascertain when the draft letter will be prepared and set meeting date accordingly. Brian will be out of town.
- Robyn said she wanted townspeople to know that it was not her intention to relocate Heath Center to 18 Jacobs Road.

#### **Mail/Email:**

- LED Replacement report for 18 Jacobs Rd.
- EAC minutes of June 19 mtg.
- J. Pfister & N. Holland email re: Green Communities Grant work.
- ATG quote for new cab and chassis purchase: ***On a motion by Gloria Cronin Fisher, and seconded by Robyn Provost-Carlson, the Board voted unanimously to accept the quote and purchase of a 2020 Freightliner 108SD/47,120 GVW with body swap of old truck.*** Document was signed by Brian. Purchase of optional warranty items totaling \$9,800.00 will be discussed at a later date since they may be purchased up to 6 months after delivery date.
- Governor’s Proclamation of Emergency Preparedness Month
- 3 Ledges Road Update from BOH: due to medical condition electric service cannot be terminated.

- School Building Screens: For now, hold off on any evaluation or repair work.
- 38 Bray Rd.: email from abutter about presence of unauthorized trailer. FCCIP will be given noncriminal tickets next week when printed and situation will be addressed with them as the enforcement agency.
- SB meeting location: Two emails from residents with concerns about meetings held on second floor of Sawyer Hall with remarks about discomfort level, lack of ability to hear, safe egress.
- Landfill: email from J. Ameen re: Tri-Town Landfill inspection with note about unmown grass and broken gate. Hilma will forward email to Hawley and Charlemont with a query as to how they propose the gate repair be handled.
- OML Complaint filed by K. Leistyna: opened, acknowledged that it was regarding August 27 executive session. The Board agreed that the complaint should be forwarded to town counsel with a request to draft a response.

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

- Accountant: Letter of acceptance for Tracey Baronas' resignation was signed.
- Memorandum of Understanding between Town and FCSWD signed.
- Approved and signed warrant.

**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 10:10 p.m.**

**Respectfully submitted,**

**Hilma A. Sumner  
Interim Town Coordinator**