

MEETING MINUTES

Town of Heath
SELECT BOARD
Sawyer Hall
September 16, 2019

Call to Order at 4:30 p.m. by Robyn Provost-Carlson with Gloria Cronin Fisher and Hilma Sumner, Interim Town Coordinator. See attendance sheet for others present.

Review Agenda: No changes.

Accounting Service: The Board met with David Fierro about working with the town to provide accounting services. He is willing to work on a per diem basis for a charge of \$1,650.00 per month. He owns Hill-Town Municipal Accounting Services, LLC, and would provide labor from himself or his employees as a contractor, not a municipal employee. The Board noted that his charge is greater than the current accountant salary and that additional funds would need to be transferred to the account to cover the remainder of the year. *On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to appoint David Fierro, Jr., of Hill-Town Municipal Accounting Services, LLC, to provide interim accounting services on a per diem basis with compensation of \$1,650.00 per month.* Hilma will prepare an appointment letter with the Accountant job description attached as agreement for services.

Tri-Town Landfill Mowing: The Board opened one bid from Pantermehl Land Clearing, Inc. The bid for services is \$2,400.00. *On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to award the landfill mowing bid to Pantermehl Land Clearing, Inc. for the cost of \$2,400.00.* Robyn signed the bid proposal.

Other Business:

- Town-wide mailing: Gloria is finishing and should have it completed in the next few days.
- OML Training: The Board suggested that the All Boards Meeting be used for a training done by K-P Law who has offered to do this free of charge. Hilma will contact Atty. Reich.
- Occupancy Posting for Sawyer Hall: The fire chief is working on an occupancy limit posting for the second-floor office space in Sawyer Hall and has concerns that fire exits in the building have the clearance required.
- Point Person Policy: Hilma asked for clarification on policy regarding who should be authorized to contact outside agencies. The Board stated that was something that needs to be developed in the near future.
- Robyn said she would like to discuss replacing Larry Sampson as an SBUC member at a future meeting when the whole board is present.

Mail/Email:

- MSPCA Beaver Funding Application

Other Separate Documents for review and/or signatures:

- **Ch. 90 Reimbursement Request:** *On a motion by Gloria Cronin Fisher and seconded by Robyn Provost-Carlson, the Board voted unanimously to sign the request for Ch. 90 reimbursement for the Route 8A Culvert Replacement.*

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 6:25 p.m.

Respectfully submitted,

- **Hilma A. Sumner**
- **Interim Town Coordinator**
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