

MEETING MINUTES
Town of Heath
SELECT BOARD
School Building, 18 Jacobs Road
October 22, 2019

Called to Order at 6:01 p.m. with Brian DeVriese, Robyn Provost-Carlson and Gloria Cronin Fisher in attendance. Hilma Sumner, Interim Town Coordinator, joined the meeting at 8:40.

Review Agenda: Added: Sheila Litchfield with MLP Advisory Board request & explanation.
Bob Gruen with explanation and request for STM article about Hawlemont regionalization.

STM Warrant: The warrant was signed and given to Constable Steve Thane for posting.

MLP Advisory Board: Sheila Litchfield briefly explained the position of the Advisory Board and their recommendations to not require the broadband build-out work crew to supply portable toilets or to have flaggers or detail officers. The Board will convene an MLP Board meeting after the interviews to discuss.

Town Coordinator Candidate Interviews: The Board reviewed and finalized interview questions (see attachment). Each candidate will be asked the same group of questions within the 30-minute time slot. After the interviews are concluded they will review each candidate's responses with hopes of making a final decision as to which applicant will be chosen for the position.

Interviews were conducted with candidates Mae Turner, Janice Boudreau, Lisa Burke and Hilma Sumner. Following the four interviews the Board decided to proceed with requesting references from three of the four applicants. The Board will complete calls to references and prepare to have a follow-up discussion at their next meeting.

Hawlemont Regionalization: Bob Gruen explained that the regionalization committee asked that the article be placed on this STM warrant since Hawley has voted and Charlemont is voting tonight. Bob said that it was important to keep the momentum going and be able to petition the state legislature as soon as possible.

At 8:55 on a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board voted unanimously to adjourn to a Municipal Light Plant Board meeting and to reconvene in the Select Board meeting.

At 9:15 on a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board voted unanimously to adjourn the Municipal Light Plant Board meeting and to reconvene in the Select Board meeting.

Zoning Bylaw Change Discussion: Betsy Kovacs requested that a meeting be held outside of a regular Select Board meeting for the purpose of discussion between the Planning Board, Select Board and the Board of Heath regarding a possible zoning bylaw change about trailer regulations in the Center District. Chairman DeVriese said that he considered the discussion as a matter of clarification between the Planning Board and the Select Board which may result in a written amendment.

Open Meeting Law Training: The Police Department, Brian and Robyn will provide desserts. Robyn will also pick up individual packages of chips, bottles of water and plates. Hilma will contact Fosters

Supermarket and order a veggie plate and sandwiches. There will also be an email reminder sent asking people to send an RSVP in order to get an estimate of attendance.

Mail:

- MIIA notice of premium increase for former school building was read. Brian said he has begun writing a letter requesting the reversion to the lower premium rate due to the fact that the building is in use at least 31 percent occupied.
- Recycling Increases: the Board reviewed documents from FCSWD announcing the change in recycling facility and the increased cost per load.
- During review of Green Communities Grant emails, Brian informed the Board that he had attended the meeting at FRCOG on Wednesday. Alyssa Larose had written and sent a summarization of the topics discussed at the meeting. It was determined that extending a 3-phase power line from Route 8A to the school building could not be included in the work that can be covered with grant monies.
- The project revision for lighting change-out in the highway garage was reviewed. Franklin County Technical School (FCTS) can begin the work on Monday, October 29th, if approved by Jane Pfister, Grant Coordinator, Green Communities Division, Dept. of Energy Resources. The school requested that the Town establish a credit account with Needham Electric as that is the electrical supplier they will use for materials. ***On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board voted unanimously to proceed with having the FCTS do the work of lighting exchange in the highway garage and to apply for a credit account with Needham Electric Company.***
- Community Hall Projects: Brian said he wanted to review the projected payback estimate for completing work. He is going to check the ASHRAE report and also thought that an infrared scan would be useful.
- Email from M. Freeman requesting more complete clean-up of roadside brush clearing was reviewed.
- Final policy and agreement for short-term use of the former school building was received.
- Emails between Pam Porter and Jonathan Diamond were reviewed. The Board agreed that there needs to be a monthly charge applied for continued placement of the storage unit on town property. There also needs to be a written contract prepared for the six-month building use for the Drama Club use.

Town Coordinator's Report:

- Accountant Position: Dave Fierro sent an email withdrawing his application for the permanent position. His last day in Heath will be November 22. FRCOG was emailed to inquire of their service availability.
- Green Communities Grant: Spoke with Noy Holland who reported that FCTS came and assessed the lighting replacement work for Sawyer Hall, Community Hall and Highway Garage. Hilma is completing the credit application for NESCO (Needham Electric) since that is where the school obtains its supplies.
- META Grant: Email received announcing META Grant Award for feasibility studies.
- Broadband Buildout: Found contract information regarding detail/flagger road coverage. Emailed MIIA for information/cost related to insurance coverage for liability and workers compensation.
- STM Warrant: Typed final warrant for Nov. 5th STM.
- Pat Carnevale, WMass Office Director for Governor Baker, scheduled to meet with a Select Board member and the Town Coordinator on Oct. 31st, at 11:00. The Board briefly discussed topics to present: OPEB debt and highway grant funds.

Documents Approved and Signed:

Warrants: Payroll and vendor warrants.
META Grant Agreement
Employee request for vacation time

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