

MEETING MINUTES
Town of Heath
SELECT BOARD
School Building, 18 Jacobs Road
January 14, 2020

Called to Order at 6:00 p.m. with Brian DeVriese, Robyn Provost-Carlson, Gloria Cronin Fisher and Hilma Sumner, Town Coordinator, in attendance.

Agenda Reviewed: No changes.

On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to accept the minutes of November 20, 2019 as amended.

On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to accept the minutes of November 22, 2019 as amended.

On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to accept the minutes of December 19, 2019 as amended.

On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to accept the minutes of January 7, 2020 as amended.

Shared Accounting Services: Gloria reported that she met with Jennifer Morse, Rowe Selectperson, on Monday to continue discussions regarding the possibility of sharing accounting services. Rowe, Heath and Monroe would develop a fulltime, benefitted position. The employee would work for \$37.00 per hour with the following division of weekly time: Heath, 12 hrs., Rowe 15 hrs., Monroe 10 hrs. At the present time Heath is paying a \$1,650.00 per month fee. Under the terms of the shared services the annual salary cost would be \$23,088 with additional shared costs of health insurance and other expenses. If an agreement can be reached, the transition would take place as of July 1, 2020. Gloria will check with FRCOG to see what they charge to provide accounting services.

Tripp Tree Farm: Ruben Seyde spoke to the Board to explain that the company's plan is to use about three acres for cannabis growth. Besides the initial cultivation plan, they would like to develop a cannabis industrial park with two or three other cultivation companies. They would also like to build a social consumption site and host private tours and expeditions in the area. The company made a deposit on the property. Ruben also spoke about improving both Taylor Brook Road and Flagg Hill Road. He explained that the next step is to have the Board sign their Host Community Agreement. He will email it to Hilma who will send it on to Town Counsel for a final review. If Counsel approves, the Board will sign the Agreement at their next meeting in accordance with the town-approved zoning bylaw that regulations adult use marijuana. Ruben said they will then hold a Public Information Meeting to share information and answer questions. The Board stated that, if the business develops, they would like someone to meet with them periodically to provide updates.

Smith Vocational Student Tuition and Transportation Expenses: The cost of tuition that is Heath's share is \$17,067.00 and transportation costs are an additional \$2,371.00. Money needs to be transferred during this fiscal year to cover this expense.

Remote Participation Policy: With two small amendments, *on a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to accept the Remote Participation Policy.* A copy of the policy with an acknowledgement and acceptance statement will be

given to each town employee who serves on a board or committee. Each person will sign the acknowledgement for and return to the Select Board office.

Municipal Vulnerability Program: Robyn stated that she thought the Board needed to wait until the next round to join the program which would be in April.

PVMCD: She said she would like to have a Public Information Meeting scheduled before then so that there will be an opportunity for residents to obtain more information. Robyn added that, if the Board wants mosquito testing done this year, they will need to join early this spring.

Special Town Meeting: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to hold a Special Town Meeting on March 24, 2020, 7:00 p.m. at the former school building.*

Community Hall Hazardous Mitigation: The work narrative has been received from ATC. There is information about three companies that are licensed to do the work. Hilma will send the information to the companies and request quotes for work completion to be in by January 27th with the thought that the work would be done by February 28th.

Green Communities Work: Brian compiled a list of work that had been accomplished and the status of projects that were in process to be used in completing the quarterly report.

Community Hall Energy Reduction Work Quotes: Robyn provided information about cost estimates that she had received. Wall insulation: \$14,930.00; Gutter and downspout: \$4,475.00. Two estimates were received for window replacements. The quote from Pella was for windows only for \$26,754.00 and Robyn thought that labor wages would be an additional \$10,000--\$15,000 more. Greenfield Glass gave a quote that was for windows and labor of \$28,000 but labor was not calculated at prevailing wage.

School Building Attic Insulation: The quote given for finishing the attic insulation is \$3,680 with an additional cost of \$13,730 for applying an additional 4-inch cellulose application over the entire area.

Sawyer Hall Repair Work: The Board reviewed a report from Tim Lively explaining that when he came in to work Monday morning the heat was not working in the building. The furnace pump had to be reset on Friday and when he went to reset it again, he found six inches of water in the basement area because the sump pump had not turned on. He could not get the GFI switch to work, ran an extension cord from an outside outlet to drain the water. After several attempts to reset the furnace, he called White Heating who was able to come in the afternoon to replace the starter switch.

Community Development Block Grant: Brian McHugh from the Franklin County Regional Housing Authority (FCRHA) met with the Board and interested residents to provide information about the grant. This is a competitive grant with approximately \$22 million available to small towns. He explained that the FCRHA keeps a running list of people who are interested in applying for loans when funds come available. At present, there are six households on the waiting list and 11 different call inquiries from town. The loans are awarded to correct code violations, make structural repairs and complete accessibility renovations, not to do cosmetic renovation or building additions. A household loan may be awarded up to \$40,000 if certain conditions are met. If someone applied in the past, they could apply again. There would be two towns combining, Heath and Hawley, and could receive a \$1 million grant. Out of the awarded money there is a 27 percent administration fee subtracted.

There is also a public facilities portion to the grant program and could be used to pay for design work to be completed regarding accessibility work to be done at Sawyer Hall. During FY 2022 the town could apply for grant monies to do the actual construction work. There is also a senior social services grant

segment. Mr. McHugh explained that this involved developing a program that is proposed and in need of funding to implement.

A Public Hearing needs to be held in each town as part of the application stipulations. February 4th was determined to be the initial date with a snow date of February 11th. Mr. McHugh will coordinate the times with Hawley and contact the Board with a definite time.

8:04 p.m.: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to adjourn the Select Board meeting and to reconvene after the Municipal Light Plant Board meeting.*

8:45 p.m.: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to adjourn the Municipal Light Plant Board meeting and reconvene the Select Board meeting.*

MLPAC Appointment: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to appoint Margo Newton to the Municipal Light Plant Advisory Committee.*

Town Coordinator's Report:

Website Training: Hilma is scheduled to have a 30-minute phone training with Mik Muller later this week. There is also an in-person training scheduled for January 22. Hilma will send an email to department personnel who will be downloading information onto the website.

FY 2021 Budget Planning: Emailed Budget Memo and Worksheets to departments.

Greenfield Recorder: Spoke with Anita Fritz who is Heath's new contact reporter. Her information is: 413-772-9591, afritz@recorder.com.

Mail:

Rental Agreement Amendment: Jonathan Diamond has requested to use the school building on Wednesday afternoons for several weeks between the end of January and the beginning of April to hold additional rehearsal/workshop sessions. *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to approve the Rental Agreement Amendment that includes an additional \$1,000 rental fee for the additional usage.* Since the agreement is made with Jonathan, it would be up to him to request funds from a third party and not the Select Board's responsibility.

FCSWMD: Emails from Jan Ameen provided information regarding the new cost of dump tipping, tonnage and fee schedule for each of the member towns. Hilma will attend the Board of Directors' meeting tomorrow evening to vote on the FY2021 budget and hear status reports.

N. Holland email: Brian confirmed what he had stated in last week's meeting that he had sent an email to Noy asking her to step down from the Energy Advisory Committee due to the fact that she will be unable to attend meetings for 11 months. The Board directed Hilma to reply to Noy explaining that and sending the Remote Participation Policy. Brian asked that he be appointed to the vacancy created as he shared Noy's concern that the Green Energy projects continue forward in a timely fashion. *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to appoint Brian DeVriese to the Energy Advisory Committee.* Brian abstained from voting.

Documents Approved and Signed:

Warrants—Payroll and Vendor

Warrants for National Primary Election on March 3

FCSWMD Recycling Contract: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to accept the contract for removal of recycling materials for FY 2021.*

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 9:25 p.m.*

Respectfully submitted,

Hilma A. Sumner
Town Coordinator