

MEETING MINUTES

Town of Heath
SELECT BOARD
Via Conference Call
June 9, 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.

Other Attendees: See attendance sheet.

Review of Minutes: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost Carlson, the Select Board unanimously voted to approve the minutes of June 2, 2020 as amended.*

Public Comment:

Don Freeman explained that he had received a campaign letter that was not signed with any names. He had called the Office of Campaign and Political Finance who said there needed to be acknowledgement of who sent the letter and who is financing the mailing. Don was instructed to convey this information to the Town Clerk who was to call the state office.

Bob Gruen asked if the Select Board was meeting with the Town Facilities Task Force on Friday. Reply was that the Board was receiving the report on Friday and would meet with the Task Force on June 16th.

Kara Leistyna commented that there were no minutes online of Select Board meetings since April 8th.

Jean Gran asked the Board to have an open transparent process about decisions made on what will happen to the school building and suggested that the Board needs town input. She also stated that she had concerns about hard feelings held over decisions that some people considered were made in secret.

Bill Gran said that earlier that day the Planning Board voted to not submit a letter of support for the MVP Grant application because of the sentence in the application stating that the town is seeking funds for solar through the Green Communities funding.

Newly Elected Town Officials: Because the Annual Town Meeting will not take place on the day following the Annual Town Election, assuming office for the new officials will need to take place at another time. Hilma proposed that new officials assume office on July 1st.: *On a motion by Gloria Cronin Fisher and a second by Robyn Provost Carlson, the Select Board unanimously voted to have newly elected town officials assume office on July 1st or as soon thereafter as they are duly qualified.*

Town Coordinator's Salary: The Board decided that this discussion would be held at a later time.

FY2021 Budget Discussion: Finance Committee members Ned Wolf, Janis Carr, Ken Gilbert and Kathy Inman joined the meeting.

The FinCom recommends not appropriating any money for the school building, instead using the remainder of the Mohawk money to mothball the building until a revenue source is found.

Cost of Living Adjustment (COLA) and stipends: The original discussion was held pre-COVID-19.

FinCom does not recommend a COLA and suggested cutting committee stipends by half. Brian commented that he is concerned that not giving town employees any COLA will be harmful to employee morale.

School Building Insurance: \$11,911 for FY 2021.

School Building Use Revolving Fund: It was explained that, if voted in, this fund would have usage payments deposited to the account and then the money could be used in the same fiscal year to help pay expenses for the building.

Mowing: The Sale of Lots account could be used to pay for cemetery mowing while mowing of the town common would need to be funded by an Article 3 account. Robyn will talk to Jeff to see if he has, or can get, an idea of the cost for mowing each area.

Free Cash: After the STM articles, the balance of Free Cash should be approximately \$35,000.

MTRSD Operating Budget: An email was received from School Committee Chair Martha Thurber recommending that towns not act on their MTRSD assessments because it is anticipated that these numbers will change when the state budget is finalized. Currently, Heath's assessment is \$965,369 for the operating budget and \$13,023.24 for the capital budget. The school committee is expecting to make \$680,000 in cuts due to the one-twelfth budget.

ATM Money Articles: Jointly reviewed by the Board and FinCom without any changes made at this time.

7:45 p.m.: On a motion by Gloria Cronin Fisher and a second by Robyn Provost-Carlson, the Select Board unanimously voted to adjourn the Select Board meeting and to reconvene after the Municipal Light Plant Board meeting.

8:55 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.

Municipal Vulnerability Preparedness Grant Application: Hilma will revise the draft letter to reflect more accurately the numerous avenues through which the town hopes to pursue funding for alternative means of energy sourcing for the municipal buildings.

Town Coordinator's Report:

- MVP Grant: The Select Board letter is ready to sign. Worked on application information. Letters of support are being received. Emailed with Megan Rhodes for further information.
- CARES Act: Gathered and prepared expense details for reimbursement application.
- COVID-19: Prepared and read the R911 message. Attended EMT meeting and prepared minutes. Responded to multiple phone calls and emails about various aspects of town status and functioning.
- ATM Warrant: Prepared updated draft of warrant.
- MMA Webinar: Attended webinar with information regarding procedural issues & approaches for town meetings. Some ideas were holding a remote informational meeting prior to ATM, dividing articles and having only the essential matters on ATM warrant with a planned STM warrant in fall. Webinar included town administrators talking about how they had held their meetings to provide examples.
- Phones: More issues with phones that Crocker has addressed. There may be something wrong with the town coordinator phone. Many calls get cut off and the frequency is increasing. From time to time Hilma has also gotten small shocks.
- Copier: Bill Baker came last Thursday and took a reading of number of copies made from which he will set the invoice for the past 10 months. Called to request information this morning but have not heard back yet.
- KPLaw Emails: Searched for 2019 emails between Board members & town counsel re: school building use.

Mail:

- FCSWMD re: refurbished compactors
- FCSWMD re: 2020 DEP grants.
- J. Gran re: 18 Jacobs Rd antenna—Brian will respond to this concern.
- STAM re: office occupancy limit for reopening
- M. Andre re: 1/12 budget & year-end transfers
- M. Reich re: PB & ME issues
- P. Porter re: sign disappearance
- B. Kovacs re: possible relocation expenses—A different account from the BoH expense account will be designated for this, if it is needed.
- C. Rabbitt re: May town nurse report
- C. Kelly re: legislation update H.4777
- D. Newell re: VEAC & Kuzmeskus bussing
- M. Thurber re: Choice of Superintendent & resume
- A. Schwenger re: MLP Manager proposal
- MLP Manager draft job description
- RPC re: suggested procedure for review of job description
- B. Bourke re: BB update
- A. Schwenger re: BB FSA construction
- H. Hathwell re: HHC & reimbursement, budget
- R. Gruen re: request for correspondence
- RPC & KPLaw re: May 1, 2019 email—The Board agreed that this email exchange may be released.
- BDV & KPLaw re: May 15, 2019 email-- The Board agreed that this email exchange may be released. Both emails will be sent to Bob Gruen per his Public Record Law request.
- HAS re: May 28, 2020 email regarding wage increase request
- FinCom re: analysis of expense 18 Jacobs Rd
- M. Doyle & D. Newell re: VEAC transportation costs

Documents to Sign: Letters. Contract for TS Irene reimbursement.

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