

**MEETING MINUTES**

Town of Heath  
SELECT BOARD  
Via Conference Call  
July 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.

**Other Attendees:** See attendance sheet.

**Review Agenda:** No additions.

**Public Comment:**

Susan Gruen asked if Town Hall was still closed and should only essential workers be in the building.

**Review of Minutes:** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the minutes of July 7, 2020 as amended.*

**COVID-19 Protocol:** There will be an Emergency Management Team meeting tomorrow. If there are any immediate needs, they can be addressed during that meeting.

**STM Review:** Based on comments following the STM, designated parking may be made for elders for the ATM. It is recommended that there be more than one public microphone. There may be a need for a second tent. More will be discussed at next week's meeting. Hilma will contact Hilltown Tents and ask how close to August 1<sup>st</sup> they would need to be notified to get a second tent.

**Reopening Town Buildings:** The Board agreed that they would consider requests for use of Community Hall on a case-by-case basis. Hilma will ask Charlene to remind people not to congregate at the Post Office.

**Recommendations from the Municipal Light Board(MLB):** The MLB met at 4:00 p.m. today. There were three recommendations from the MLB to the Select Board.

1. To include an article on the ATM warrant for an elected five-member MLB. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to include an article on the ATM warrant for an elected five-member MLB.*
2. To include an article on the ATM warrant to appropriate money to pay for the town building dropline construction costs. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to include an article on the ATM warrant to appropriate \$5,906.91 to pay for dropline construction costs to town buildings.*
3. To review the job classification rating and the hourly wage rate for the MLP Manager. Previously the Board had rated the position at the lower end of pay grade 11. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to review the job classification rating and hourly wage rate for the MLP Manager position.*

**FY 2021 Appointments:** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to appoint Robert Gruen as the Carl Nilman Scholarship Representative and to appoint Lisa Burke, Harry Hallman, John Clark, Barbara Gordon and Eileen Lively to the Heath Cultural Council.*

**Chapter 44 Transfers:** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the updated list of transfers and noted that the Firemen's Incentive Account had a reduced amount being transferred than on the previous vote.*

**ATM Review:** The Board asked that confirmation be obtained as to whether the town is to vote Art. 5. Hilma has a few questions to ask ACO Kyle Dragon. After receiving clarifications Hilma will resend the proposed animal control bylaws to the Board.

The Board discussed a concern about whether the recent STM decision to transfer \$200,000 from General Stabilization was in fact the most prudent financial decision for providing additional funding for the Town's broadband project. It was asked if there could be a more advantageous mechanism for funding, which would allow the Town to keep the General Stabilization account in tact given the possibility of government funding shortfalls that the Town may face due to the coronavirus pandemic. Gloria suggested that, before a decision was made, the Board look at the revised construction cash flow sheet that is being prepared by the MLPAC. Robyn commented that she wanted to make the best financial decision for the town but also respect the desire of the voters. The Board would do further research to ensure that the voters had been provided the best financial options available at the time. Further discussion included what might be the remedy if it was determined that a more prudent mechanism for funding was available. One option discussed was the addition of a new warrant article at the upcoming ATM to rescind the STM vote on Article 14 and to add an article for borrowing the \$200,000. The Board agreed that no decision would be made at this meeting.

**Summer Schedule:** The Board agreed to go to an every-other-week schedule after the ATM although they decided to meet August 4, the Tuesday after the ATM

**Town Coordinator's Report:**

- MTRSD Superintendent: Spoke with Karen Totman, Exec. Sec., who said that the superintendent would like to meet with Select Boards & other officials in each district town. August 11<sup>th</sup> was tentatively set as the date for meeting with the Heath SB.
- FY20 End of year (Ch 44) transfers: Prepared final list of transfers that are needed and sources from which to obtain funds. Relayed information to accountant about transfers voted last week. Prepared list of Ch 44 transfers for 7/14 meeting. Spoke with accountant to send expense reports. He said that in regards to the Smith Voc. School expense, it was a contractual obligation of the town for FY20. Since the STM could not be held until after June 30 and Free Cash was not an option, money had to be sought from another source, thus, it can be included as end of year account transfers using money already raised but not spent.
- STM Preparations: Sent out town-wide email and R911 call for reminders. Consulted with EMD Tim Lively and Moderator Eric Sumner regarding storm reports and last-minute cancellation, if needed.
- Firefighter Stipend: Spoke with Fire Chief Anzuoni who questioned why one member on the force was not supposed to be paid. Inquired of MIIA representative and town counsel. The firefighter, who is over 70, can work as auxiliary but not full fighter. This does not impact whether an individual is entitled to compensation. Insurance covers all aspects except heart and circulatory issues. Suggested that the person be asked to sign an acknowledgement form as to the insurance exceptions. The Fire Chief has put in for this individual to receive his stipend for time worked.
- ATM: Updated warrant, draft #4.

- Appointment List: Updated to reflect last week's appointments.

**Mail:**

- A. Schwenger re: MLB job description
- A. Schwenger re: draft article for elected MLB
- M. Freeman re: MLPB elected vs. appointed
- M. Reich re: warrant article and droplines
- P. McGahan re: public comment on Facilities Task Force report
- M. Garrold re: coverage for employees over 70
- S. Litchfield re: DocuSign approval process
- B. Kovacs re: STM process
- S. Gruen re: STM process
- K. Leistyna re: complaints
- J. Dane re: request for notification and response
- B. Kovacs & C. Ness re: PVMCD vote
- M. Cucchiara re: land title search and ATM article
- P. McGahan re: Art. 3 reorganized
- FRCOG re: IT Feasibility Study report—Hilma will attend online discussion about the report which will be discussed at a future meeting.
- FRCOG re: Quarterly Council meeting w/July update reports
- M. Reich re: MLB elected vs. appointed
- B. Susel re: funding, borrow vs. transfer
- D. Mason re: STM complement & request for SB mtg video
- E. Lively re: resumption of foot clinic
- T. Zessin (KPLaw) re: fire fighters state regulations
- GCF re: Article 3 changes
- M. Thurber, MTRSD re: FY21 budget
- S. Gruen re: late fees for unlicensed dogs—The Board decided not to impose fines for unlicensed dogs at this time.
- K. Leistyna re: questions about ch. 44 transfers—Hilma will respond after speaking with accountant and the Board.
- J. Weigand re: questions about FID card fees—share email with Police Chief.
- Citizen complaints—to be handled in executive session.
- Citizen complaint—this matter will be sent to town counsel for review.
- Citizen complaint—2 pg.

**Future Meetings:** July 21: final review of ATM warrant and Art. 3, ATM meeting preparation

July 28: Town Facilities Task Force final report review

Other future items: Public Comment Policy, Green Communities update

**Robyn's Comment:** Robyn issued a thank you to both Brian and Gloria for placing their trust in her as the new chairperson of the Select Board. She also thanked Brian for his service as past chairperson and asked for them to have patience with her as she learns in this new role on the Board.

**Documents to Sign:** Payroll and Vendor Warrants, Chapter 90 requests.

There being no further business to come before the Board: *On a motion by Gloria Cronin Fisher and seconded by Brian De Vriese, the Board voted unanimously to adjourn at 8:21 p.m.*

Respectfully submitted,

Hilma A. Sumner  
Town Coordinator