

MEETING MINUTES
Town of Heath
SELECT BOARD
Jacobs Road Municipal Center
Tuesday, January 21, 2025

Called to Order at 5:05 p.m. With Elissa Viarengo, Will Emmet and Hilma Sumner, Town Coordinator. Absent: Robyn Provost-Carlson.

This meeting was recorded.

Others in Attendance: See attendance list.

Review Agenda: Tabled January 7, 2025, review of minutes. Added appointment to MTRSD School Committee.

Appointment: Finance Committee—Members of the Finance Committee Dena Briggs, Wendy Whalen, Ned Wolf and Bob McGahan met with the Board to discuss budget planning for the coming fiscal year. The committee members will be available after 5:30 p.m. to attend joint meetings. The next disbursement of CAF II funds should come at the end of January and is expected to be about \$58,000. Hilma will schedule department budget hearings that are needed and notify the committee with the schedule.

Public Comment: Bill Fontes stated that the Municipal Light Board has begun working on a replacement schedule for broadband network equipment.

Review of Minutes: *On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to approve the minutes of January 14, 2025, as presented.*

On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to approve the minutes of January 16, 2025, as amended.

Letter to Residents: The Board reviewed the draft of a residents' letter that was written by Elissa. *On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to approve the letter to residents as amended.* The final letter will be enclosed with the street lists that will be mailed to residents by the Town Clerk.

Salt Shed Project: Site visit for potential bidders to construct the new salt shed will be at 10:00 a.m. on January 23, 2025.

Community Hall Windows Project: On January 29th, a contractor who restores historic windows will view the job, take measurements and then prepare a job estimate for the Board to review.

Appraisal Update: The Board is waiting for a proposal to compile a report with possible rental values for the excess spaces in two town buildings. Hilma has a few RFP document examples and will draft an RFP document to use for town spaces.

District Local Technical Assistance (DLTA) Survey: The Board of Health returned a completed survey. Considering their priority selections while also discussing their own considerations, Will and Elissa narrowed projects to four high priorities for the town. *On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to select the following project areas:*

1. *Municipal Succession Planning*
2. *Regional Sheltering*
3. *Municipal Service Sharing*
4. *Zoning Bylaws (for review & update).*

Appointment: Municipal Light Board—Members of the MLB joined the meeting to introduce their choice for the position of MLP Manager. Bailey Cole is a town resident with an extensive background in customer service, management, and computer skills. *On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to accept the Municipal Light Board’s recommendation to appoint Bailey Cole as the Municipal Light Plant Manager. On a second motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to approve the recommended starting wage of \$25.43 per hour for the first 90 days of employment.*

School Committee Representative Appointment: Tucker Jenkins volunteered to serve as a MTRSD school committee member after he resolved that he was not in a position that was a conflict of interest to serving as a representative. *On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to appoint Tucker Jenkins as the second MTRSD School Committee Representative until the next Annual Town Election.*

Mail:

- A. Schwenger re: recommendation to appoint Bailey Cole as MLP Manager
- T. Jenkins re: offer to be appointed as MTRSD School Committee Representative

Next Meetings: Tuesday, February 4 at 5:00 p.m.

7:13 p.m. *On a motion by Will Emmet and seconded by Elissa Viarengo, the Select Board unanimously voted to adjourn the meeting.*

Respectfully submitted,

Hilma A. Sumner
Town Coordinator