

MEETING MINUTES

Town of Heath
SELECT BOARD
Virtual Meeting
October 20, 2020

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

Other Attendees: See attendance sheet.

Review Agenda: Added items: Triwire rental agreement, Rescheduling the Oct. 17th meeting

Public Comment:

Susan Gruen asked about the follow-up with the Fire Chief, and what the status of the Community Hall insulation and heat projects were.

Susan Lively read a letter of her concerns of delaying a discussion of the Town Facilities Task Force report.

Betsy Kovacs stated that the Board of Health had issued guidelines for people participating in trick or treating on Hallowe'en. Lyra Johnson Fuller is contacting residents and compiling a list of homes that will be participating. Betsy also informed the Board that the project of boarding windows in the vacant property had been completed.

Pole Hearing: *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to convene the pole hearing.*

Brian Foucher from WiValley informed the Board that he was formally withdrawing their application for a pole installation due to the fact that they would need to apply for a Special Permit with the Planning Board. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to accept the withdrawal request and close the hearing.*

Review Minutes: *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board voted with 2 in favor to approve the minutes of October 13, 2020 with amendments. Robyn Provost-Carlson abstained.*

Town Finance Review: Gloria reported that there was another town that had a report prepared by an outside entity that was paid for through a Community Compact grant. She is going to contact the town to get further information. There is also the Technical Assistance Bureau with the Division of Local Services which Gloria will research as well.

Minimum Required Contribution Feedback: The Board agreed that they should prepare a letter that would be sent to Senator Hinds and Representative Mark. Gloria and Brian will send any thoughts and questions that they would like included in a letter which will be drafted by Robyn and Hilma. Robyn noted that, as a Finance Committee member, Alice Wozniak has sent comments to DESE.

Municipal Buildings Committees: Gloria explained that the Council on Aging and the Senior Center Coordinator typically function as one unit managing the Senior Center activities. In general,

activities involving seniors take precedence over other groups who may want to use the Senior Center space.

Different skill sets are needed for the members who will comprise each of the two committees. The Board agreed that there would be one Building Use Committee that would have responsibilities for both the Community Hall and the former school building. A letter will be sent to the current members of the buildings committees informing them of the changes. The Board reviewed the charge and list of duties. There are changes to be made before the Board with vote to accept.

The second committee will be the Building Facilities Committee which will monitor repairs and projects in all town buildings. Brian proposed that Jim Cerone and Will Emmet be appointed to this latter group but it was decided to postpone all appointments until other potential members can be proposed. The charge and outline of duties was reviewed. ***On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the Building Facilities Committee charge and outline of duties.***

Building Maintenance Concerns:

Salt Shed—repairs are needed immediately and plans need to be made long-term for a complete replacement.

Sawyer Hall Double Doors—Brian said that there should be a tag on the top edge of the door that lists the fire rating.

Broadband Construction and Police Detail: A meeting was held yesterday with Robyn, Art Schwenger, Police Chief McDonough, Hilma and Jordan Hawes of Triwire to discuss coordination of the construction, police detail and the broadband budgeting. Everyone agreed that safety was the first and foremost consideration. At their September 22nd meeting the Board had voted that, if Triwire requested coverage, detail would be provided. The procedure that will be followed is: the field supervisor, Eric, will request detail coverage from the Police Chief. Chief McDonough in turn will inform Art, who will give word to the MLPAC, and Hilma, who will inform the Board.

All police invoices will be submitted to Hilma who will scan them and send them to the MLPAC for review. The cost of detail service is concerning since the MLPAC had not budgeted for this expense. Chief McDonough is going to compile a list of roads that will be ‘maybes’ because of unknown factors. There was discussion about the possibility of using flaggers but there are many unanswered questions such as how a call-out system would be available.

Fire Chief Report: Brian, Fire Chief Nick Anzuoni, and Hilma met Monday morning to discuss the report and clarify what was needed to correct some of the items on the list. It was noted that Building Maintenance Coordinator Tim Lively had made noted updates of the items that had been corrected or was being addressed. The Board gave a ‘thank you’ to both Chief Anzuoni and Tim Lively for the work they are doing to correct the hazardous and non-conforming items.

8:03 p.m. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to convene the Municipal Light Board meeting and to reconvene the Select Board meeting.*

8:28 p.m. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to reconvene the Select Board meeting.*

Rescheduling the October 17th meeting: Robyn stated that the purpose of the meeting is to give a time for residents to iterate any thoughts, ideas or questions as regards to the Facilities Task Force report for the Board's consideration. Gloria asked what the format would be. If it is just citizen comments, when will the Board be answering residents' questions? She suggested that all the people in Heath should know about this meeting, not just those who have formed strong opinions one way or another. Discussed sending a postcard to every resident in Heath.

Brian noted that there was a letter sent with several suggestions for structuring the meeting that should be reviewed for useful ideas. One idea that had been raised by other residents was to have a facilitator to conduct the meeting. The Board decided that possible dates would be November 21 or December 5. Brian will contact Phoebe Walker and ask her if she is willing to act as a facilitator.

Green Communities Update: The Department of Energy Resources has approved the engineering analysis for a heat exchange system for Community Hall which means that the town will be reimbursed for the cost of the study.

Town Coordinator's Report:

- MTRSD & Cares Act: Follow-up email from Melissa Dunnet stating that the cost for Chromebooks for Heath students that were bought this fiscal year totaled \$11,076 for supplying 52 students. Received estimate of \$75,000 to repair HVAC at Hawlemont.
- FEMA Application: Submitted FEMA application for reimbursement of (hopefully) qualifying expenses incurred because of the COVID-19 pandemic. This submission included the time period of March 1, 2020 to Sept. 15, 2020.
- DUNS Update: Still trying to re-activate SAM account. Notarized letter of authorization never received and am having to go through the process again.
- Northeast IT: They are in the process of installing back-up software into all the town computers. I contacted them with follow-up for determination for Wi-Fi router for Community Hall.
- Fire Chief report: Reviewed report items with Fire Chief Nick Anzuoni and Selectman Brian De Vriese to get clarification on some items and discuss status of work. Chief Anzuoni said that the inspection will take place on an annual basis so that non-compliant issues do not get out of hand.
- Fire Extinguisher inspection: Company came yesterday and inspected fire extinguishers in all town buildings. A few of the extinguishers need adjustments. The company took those with them and loaned the town other extinguishers until Heath's are repaired.
- Triwire construction & police detail: Met with Robyn, Police Chief McDonough, MLPAC Chair Art Schwenger and (by phone) Jordan Hawes, Triwire supervisor. The group discussed procedure of engaging police detail during the project, billing process with information needed and procedure that Jordan follows in other towns.

Mail:

- M. Reich re: liability of road construction
- M. Smith re: road construction safety regulations
- J. Johnston re: leaf blowing & irate call
- L. Perry re: support of using 18 Jacobs Road
- M. Freeman re: structure of SB listening meeting

- R. Dane re: finances & TFTF report
- C. Smith re: video Zoom
- S. Lively re: fiscal planning
- C. Rabbitt re: Town Nurse report for Sept.
- B. Kovacs & E. Lively re: Sawyer Hall mask-wearing sign
- Jamrog re: ventilation evaluation of school building
- M. Dunnet re: cost of Chromebooks
- MTRSD re: response to DESE about minimum contribution & formula
- N. Wolf re: FY 21 state budget
- S. Stanton re: COVID-19 protocol
- S. Stanton re: letter to families
- Hawlemont News
- A. Schwenger re: questions for WiValley
- W. Gran & C. Carr re: Zoning Bylaws applicable to pole installation
- A. Krane re: objections to pole
- D. Peterson re: objections to pole
- D. Mason re: request not to vote
- N. Marshall re: objections to pole
- Peter and Alena Charow re: objections to pole
- RPC re: duties
- J. Dane, K. Leistyna, R. Dane, B. Bourke, R. Gruen, S. Gruen, S. Hannay, R. Grabelsky, K. Inman, H. Hathwell, B. Lattrell, J. Gran, W. Gran, N. Marshall, D. Mason, B. Kovacs, W. Gran again re: S.L. endorsements

Future Meetings:

Executive Session: November 2, 4:30 p.m.

October 27: Meet with Accountant, Green Communities review, Triwire rental agreement, Buildings Committees, Reopening Buildings, Listening Meeting, 8:00 p.m. MLB meeting.

On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to adjourn the meeting at 9:15 p.m.

Respectfully submitted,

Hilma A. Sumner
Town Coordinator