

**MEETING MINUTES**

Town of Heath  
SELECT BOARD  
Virtual Meeting  
February 2, 2021

**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:** Items added: FRCOG Quarterly Meeting, Regionalization Grant vote of support.

**Public Comment:**

Mary Holan explained that although previously she supported a move of town offices to 18 Jacobs Road, she believes reality has changed with COVID and social unrest. She commented that she thinks there is now a “floating economy” where the media is paid to ignore the true signs of the economic status. She posed questions such as is there any evidence of people wanting to lease small spaces from the town and what were the costs of moving town offices.

Doug Mason stated that he would like to hear the answers to Mary’s questions.

Pam Porter said that the Building Use Committee would like to purchase a scheduling calendar for \$120 that would be used for space reservations for both the Community Hall and 18 Jacobs Road. There would be a link to the calendar on the town website. She asked if the Board would approve using up to the \$120 cost to be expended from the Jacobs Road Revolving Fund.

**Review Minutes:** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the January 19, 2021 minutes as submitted.*

*On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the January 26, 2021 minutes as amended.*

**Budget Planning Discussion:** Members of the Finance Committee met with the Board to discuss ideas that they had for FY22 budget planning. Ned Wolf said that one area that seemed unclear was technology expenses and the amount that would need to be appropriated. Robyn and Hilma will research this. It was suggested that, to reduce line items, member stipends could be combined into one account per department. Finance Committee members will be talking to the heads of different departments to bring other suggestions about combining account lines. Ken Gilbert has already spoken to both fire and police departments. Ned is speaking to the librarian, Will is approaching the highway superintendent and Alice is covering town office departments. Educational budgets are discussed at meetings held for all the district finance committees. As the budget season progresses, Ned stated that they will be keeping their eyes and ears open to any numbers that are coming in at different amounts than last year.

Both the Board and Finance Committee agreed that there would be budget hearings every two weeks with the first being held on February 16<sup>th</sup> with the Highway Superintendent. Besides operating budgets, the highway department also put in a capital request. Other hearings to be held at subsequent meetings will include the Police Chief, Fire Chief, Treasurer and MLPAC for broadband expense projections. The Building Facilities Committee will be asked to attend a meeting to discuss any possible capital/repair projects that they would like to propose.

It was asked if the town had a capital plan developed for vehicle replacement and whether it is kept current. A question was also raised as to whether the CARES Act funding will have any effect on town budgeting. The Finance Committee agreed to work on possible salary scenarios if different COLAs were applied.

### **Building Maintenance**

Salt Shed: Brian prepared and sent another drawing and some measurements of the existing structure to the structural engineer.

Community Hall doors and Sawyer Hall doors: Decision on hold. Robyn did contact John Lively to come look at the doors to give an estimate of what would be needed for hardware.

### **COVID-19 Concerns:**

Sawyer Hall and Jacobs Road use documents need to be reviewed and possibly revised.

Hilma is going to ask Crocker Communications to send a technician to look at how phones can get installed and working at Jacobs Road.

**Indoor Hotspot:** Brian will work on a policy for safe use of the indoor hotspot. *On a motion by Brian De Vriese and a second by Gloria Cronin Fisher, the Select Board two to one voted to have an indoor hotspot installed at 18 Jacobs Road if no cost to the town that would be open to public use following an approved policy.*

**Select Board Meetings:** Robyn stated that she will work on revising the public attendance and comment policy and bring the revised draft back to the Board for review and approval.

**FRCOG Quarterly Meeting:** Brian attended the meeting at which the FY2022 budget was passed. Some time was spent at that meeting discussing whether to hire a public relations person.

**Green Communities Update:** The Community Hall insulation project bids have come in but FRCOG has not had the opportunity to review the two bids or check references.

**Building Use Committee Calendar:** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to allow the Building Use Committee to expend up to \$120 from the Jacobs Road Revolving Fund for an online event calendar.*

**7:30 p.m.** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to adjourn the Select Board meeting to convene the Municipal Light Board meeting and to reconvene immediately following the conclusion of that meeting.*

**8:05 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.*

**Broadband Borrowing:** Pursuant to the recommendation of the Municipal Light Board to the Select Board, *on a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to borrow the remaining \$450,000 which was previously authorized by Town Meeting for the purpose of continuing broadband construction.* Hilma will notify the Treasurer to begin the borrowing process.

**Community Public Health Service (CPHS):** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the 3-year CPHS contract.*

**Local Technical Assistance Request (DLTA) Form:** After discussion about the different options for possible assistance, the Board agreed on the following designations: 1. COVID Vaccination Planning, Delivery and Review; 2. Information Technology Services Sharing and 3. Age and Dementia Friendly Community Planning. Other topics that will be marked as having interest to Health will be: EV Charging Station Implementation Assistance and Zoning Bylaws: River Corridor Management.

**Small Bridge Project:** Robyn reported that there were five engineering proposals received. After evaluating the submissions, Jeff Johnston, Highway Superintendent, selected VHB Engineering to do the work. Jeff will be asked to bring a report about this project on February 16<sup>th</sup>.

**BoH Email Re: Use of Buildings (from 1/19 mail pkt.):** The discussion began with Brian stating that he thought this was an unsolicited opinion and disagrees with the point made in the email. He said that there was no basis in fact given for the remarks made and felt it represented a biased point of view. Gloria commented that she welcomes all opinions, considers them and then forms her own opinion about a subject. Agreeing that she welcomes the opinions of others, Robyn also noted that when it comes from an official board, there is an expectation that personal opinions will be kept out of the official document. It was agreed that the Board would send a written response to the Board of Health, drafted by Brian and reviewed next week by the entire Board.

**Regionalization Grant Application:** *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to give full support to the grant application to assist with costs of exploring regionalization.* Notice of the vote will be sent to DESE as documentation in the grant application.

**New Mail:**

- R. Provost re: email on Building use update and policy
- S. Lively re: letter to SB hot spot and Broad band funding
- P. Porter re: Report on BoH related Incidents at Learning hub/foot clinic
- G. Fisher re: email on use of 18 Jacobs Rd/foot clinic
- D. Mason re: New hot spot
- M. Holan re: letter to SB of concerns
- E. Lively re: follow up letter: complaint
- J. Weigand re: News article in Atlantic, comments
- FCSWMD re: update on scrap metal revenue
- J. Ameen FCSWMD re: report on Jan 20 meeting
- Melanie, Dave Sheila re: follow up on Broad band accounts
- N. Wolf re: Notes on Broadband Conf Call
- S. Litchfield re: Broad band borrowing question
- S. Litchfield re: MLP Manager January report
- B. Litchfield re: Regionalization grant follow up
- B. Kovacs re: response to funding 3 Ledge invoice
- J. Shearer re: questions for SB on buildings
- J. Weigand re: concerns
- J. Weigand re: constitutional right concern—will be added to 2/9 agenda
- J. Weigand re: concerns
- M. Freeman, B. Travers, D. Briggs re: emails on supporting wifi hot spot
- S. Stanton re; MTRS weekly update

- L. Rodriguez re: Hawlemont weekly newsletter
- P. Porter re: learning hub update/recommendation

**Next Meeting:**

Town Report Dedication  
Building Maintenance items  
COVID and Building Use, Indoor Hotspot  
Resident email re: concern of constitutional right

*On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to adjourn the meeting at 8:56 p.m.*

Respectfully submitted,

Hilma A. Sumner  
Town Coordinator