

MEETING MINUTES

Town of Heath
SELECT BOARD
Virtual Meeting
February 23, 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.

Public Comment:

Doug Mason presented an offer to buy and donate a commercial stove to the town. His suggestion was that this appliance be installed in the Community Hall and would replace the home-grade stove that is there now. He will be able to purchase the stove, pick it up and bring it to the Community Hall. Betsy Kovacs stated that there will be an R911 call sent out Thursday announcing where on Friday people can sign up for a COVID-19 vaccination appointment in Franklin County.

Policy Reminder: Robyn issued a reminder asking meeting attendees to look at the meeting policy that is posted online. If anyone would like to speak to the Board at length, they may make an appointment.

Stove: Doug Mason said he would be able to pick up the stove during the week of March 1st and would get help unloading it. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board voted to accept the gift of a “new” used commercial stove for the Community Hall/Senior Center.*

Review Minutes: *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the February 16, 2021 minutes as amended.*

Building Maintenance

Community Hall doors and Sawyer Hall doors: Decision on hold. Robyn reported that the locksmith has to reschedule when he will be coming to Heath to assess door hardware.

COVID-19 Concerns:

Indoor Hotspot: It was suggested that the Policy for Indoor Internet Access Sites During the COVID-19 Emergency be amended to be inclusive to people living within Heath. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the following amendment to the policy: “Use of Indoor Internet Access Sites is limited to Heath tax payers and residents and their guests.”*

Rental Use of Town Space: Gloria requested that a table of rental fees for use of available space in town buildings be developed. Hilma will ask the Building Use Committee to develop such a rental schedule. The committee next meets on March 8th.

Northeast IT Quotes for Technology upgrades: The Board reviewed the two quotes for technology upgrades received from Northeast IT. The work will all be paid for as part of the CCC IT grant that the town received. The Office Upgrades quote for \$8,034.00 includes purchase and installation of 15 licenses of Microsoft Office 2019 Standard to upgrade all town department computers. The Workstation Upgrades quote totaled \$6,137.79 and included purchase of one laptop computer, five

desktop computers, three solid state hard drives, one add-on 4 GB memory, one monitor, three Microsoft Windows 10 Pro licenses and service fee to upgrade computers and transfer software and files. *On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to approve the Office Upgrades quote and the Workstation Upgrades quote from Northeast IT to be paid by the Community Compact Internet Technology grant.*

Mohawk Trail Woodlands Partnership Grant II: The Parks & Recreation Committee would like to have a title search completed on the perspective parcel of land that they would like the Town to purchase under the second grant funding. A proposal was obtained from a title search attorney. Hilma contacted town counsel who will be providing a quote from their firm to do the work. The Board agreed to revisit this matter at their next meeting.

Municipal Light Board Meeting: The MLB met on February 18th with the MLPAC and the MLP Manager for an update about broadband sign-ups. It was noted that households need to sign up by March 12th in order to qualify for the dropline subsidy. The Select Board reviewed the emails from three individuals who have expressed interest in serving on the MLPAC and an email from the MLPAC with their recommendation for appointments. The Board agreed to request that the interested people each submit an informal resume listing any qualifications that they felt were pertinent to serving on this committee. Hilma will send out notification to each of the three people.

Green Communities Update: Brian reported that the Energy Advisory Committee met last week and will meet again on March 3th. Tomorrow he will meet with the Franklin Regional Technical School electrical teacher and students to look at lighting in 18 Jacobs Road so that the students can work on an estimate to replace the fixtures with LED lighting.

Response to Board of Health Email: Tabled.

Town Coordinator's Report:

- Northeast IT: Town email addresses were established and distributed to Robyn, Gloria, Brian, the Town Nurse and the Fire Chief. There were glitches with Robyn's email since it was a reassigned account that are being corrected.
- Northeast IT: After a lengthy phone conference with technicians Shawn and Doug, a plan was developed for the upgrade part to be done on the CCC IT grant work. It consists of replacing the obsolete computers and upgrading the remaining computers so that they will all have an operating system that is most compatible with Microsoft 365. See separate quote provided by NEIT.
- Internet Hotspot: The Hotspot is up and running. There were about half a dozen users last week. Pam Porter and Hilma drafted an all-town email that was sent out alerting residents to the availability of this space and giving direction for the different methods by which someone may reserve a time for use.
- CodeRED Message: Recorded and sent R911 message from the Board of Health on Friday evening. Thanks to the diligence of Sheila Litchfield, Betsy Kovacs and Susan Gruen, the information was obtained and the message was able to be disseminated very shortly after it was received. This allowed many eligible Heathans the opportunity to register for the COVID vaccine clinic to be held in Buckland.
- Building Use Committee: Attended the BUC meeting on Monday evening. They are focusing on review and revision of the building use policies which will come to the SB when prepared. The

advertisement that had been referred to the BUC was researched and determined to not be suitable for Heath. The agency was looking for space in Greenfield and available for a 20-year lease.

- Mohawk Trail Woodlands Partnership Grant 2: Following Mike Cucchiara's email regarding engagement of an attorney to do the title search on the property of interest, Hilma contacted town counsel. After supplying him with property information, he will be providing a quote for KP-Law to complete the title work. One area of concern is whether this actual property will abut the Catamount State Forest or if an easement for a connecting trail will need to be obtained from a private property owner. Hilma will be speaking with the Assistant Assessor to get clarification on the property maps for this area.

Mail:

- P. Porter re: Suggestion for change in Policy for Indoor Internet Access Sites
- J. Johnston re: CH90 funds & loader repair
- M. Cucchiara re: MTWP Grant land acquisition project
- J. Weigand re: civics lesson for daughter
- FCSWMD re: paper hauling comparisons
- FCSWMD re: MRF processing fee
- FCSWMD re: CY2020 recycling rate and tonnages
- D. Mason re: offer of commercial kitchen stove
- FCSWMD re: Invoice for recycling roll offs
- M. Cucchiara re: MTWP Grant land acquisition, revised title search proposal
- M. Reich re: KP Law title service
- K. Brooks re: offer to join MLPAC
- A. Emmet re: offer to join MLPAC
- C. Chang re: status of solar feasibility study
- B. Travers re: withdrawal of rental interest
- J. Johnston re: salt shed construction ad
- D. Mason re: stove information
- NE IT re: quote for workstation upgrades
- NE IT re: quote for office upgrades
- MLPAC & S. Litchfield re: recommendation for members
- P. Dabrody re: letter of interest for MLPAC
- V. Burrington re: COA request to use 18 Jacobs Road kitchen—The Board directed Hilma to have Tim Lively contact Tom Wyman, electrician, to repair the stove hood. His estimate for the work had been \$500--\$700. ***On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to permit the Council on Aging to prepare and distribute a "grab and go" meal on March 24th.*** It was requested that they follow COVID protocol.

Next Meeting:

Budget Hearings with Finance Committee of the Treasurer, Fire Department, Police Department; Mass Cultural Council grant acceptance

On a motion by Gloria Cronin Fisher and a second by Brian De Vriese, the Select Board unanimously voted to adjourn the meeting at 7:34 p.m.

Respectfully submitted,
Hilma A. Sumner
Town Coordinator