

**MEETING MINUTES**

Town of Heath  
SELECT BOARD  
Virtual Meeting  
June 22, 2021

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

**Other Attendees:** See attendance sheet.

**Review Agenda:** Added: mowing at 18 Jacobs Road and release of attorney correspondence.

**Review Minutes:** *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve the minutes of June 8, 2021 as amended.*

**Mowing at 18 Jacobs Road:** Because the Building Maintenance Coordinator is taking many days off in June, mowing has not been kept up. The Board agreed to have the Highway Superintendent engage the contracted mowing service, or some other entity to mow the grounds and pay for the work out of Summer Temporary Help.

**PUBLIC HEARING: WiValley Application for Pole Installation:** Robyn opened the meeting with a brief explanation of the reason for the Public Hearing and the protocol that would be followed. She first asked Lark Thwing of FHMS Broadband and present on behalf of WiValley to explain the reason for the application. He explained that the location of this pole in Heath would reach six to ten homes in one area of Hawley that would otherwise necessitate installing several poles in their own town. FHMS would own the pole and WiValley would own the infrastructure transmitting equipment.

The hearing was then opened to attendees for comments and questions of which there were several remarks. One resident asked if FHMS had researched the possibility of using ARPA funds to pay for the cost of installing poles within Hawley. Upon being asked what does installation of this pole open the way for, Lark responded that it was only for the purpose of providing internet service for Hawley residents. Also present was Attorney Pill who had been engaged by a group of Heath residents to write and present a 34-page memorandum addressing legal case history as to why this matter was out of the Select Board's jurisdiction.

At the end of the scheduled hour, the Board decided to continue the hearing since there were some unanswered questions for both FHMS and town counsel. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to continue the Public Hearing to July 20, 2021, at 6:15 p.m.*

**COVID-19 Concerns:**

**Public Meetings:** Recent state legislation has been passed to allow public meetings to continue to be held remotely until April 1, 2022. These meetings may also be held in hybrid manner or in-person with safe distancing measures in place. Hilma reported that she has begun to research devices that have been developed. Different municipalities are using different devices with varying results.

Reopening Offices: The Board is in the process of compiling the thoughts from the office employees. This would include employees ideas about privacy, safety and what measures they would like to see in place to feel that the 'office' was a safe environment.

**Board of Health Clerk Job Description and Wage:** Kate Peppard has accepted the position under the terms of the current job description with the understanding that there will most likely be revisions. According to the budgeted hourly wage the current classification grade for the position is either a 3 or 4. Robyn went through the current description and also the newly recommended version and came up with many questions.

Brian provided the history that the grading system came from David Howland from his previous human resource work and was not set up in an arbitrary manner. It was suggested that Kate be offered \$15.00 per hour and that the Finance Committee be consulted with how to find additional money to pay for an increase in the wage once a new job description is finalized. The timing of revision of the job does not coincide with the budget planning for a new fiscal year which makes changes difficult. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to offer Kate Peppard an hourly wage of \$15.00 per hour beginning July 1, 2021, and continuing at least until the 90-day probationary period and review had been completed.* Hilma will notify both Kate and the Board of Health.

**Special Projects:** No updates.

**Hilltown Theatre:** Jonathan Diamond will be attending the next meeting on July 6<sup>th</sup>. If any Board member has questions ahead of the meeting, they can send to Hilma. The Building Use Committee will be invited to join the meeting.

**Regional Animal Control Advisory Committee:** Susan attended the annual meeting where officers were chosen. It was agreed to continue meeting annually unless a need arose to meet more often. It was reported that the FY22 annual assessments had been sent to each town in the group. It was also mentioned in the meeting that the assessment data might change based on new census data.

**Preschool Tuition:** No new information.

**Building Use Committee Marketing:** No new information.

**Green Communities Update:** Brian reported that Mark Rabinsky of DOER did not agree that the engineering proposal for the HVAC changes in Community Hall should be a separate project. It was also noted that RISE Engineering is on the state expeditor list. The Solar Store is expected to send their final report of the solar feasibility study tomorrow.

**Fiscal Year 2022 Board, Committee and Position Appointments:** The Board read a letter of resignation from Armand Clavette from the Board of Health. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve with regrets the resignation of Armand Clavette.*

Animal Inspector: The Board would like to research what other towns have someone in this position and explore the possibility of sharing an animal inspector with another town.

Senior Center Coordinator and Council on Aging: Hilma will send out the job description for the coordinator position to be reviewed for future discussion.

Building Use Committee: Following a letter of recommendation by the present members of the committee, *on a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to reduce the members of the Building Use Committee to seven total members.*

*On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve the presented names for appointment to designated positions as indicated on a separate list for Fiscal Year 2022.*

**Release of Attorney Correspondence:** A public records request had been received wanting, in part, all the correspondence between the Board and Town Counsel as it related to the FHMS/WiValley application for pole installation. The Board noted that this was a matter that was active and had not been resolved nor had a decision been reached. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to withhold all correspondence and notes between themselves and KP Law (Town Counsel) as it relates to the FHMS/WiValley Application for Pole Installation.*

#### **Town Coordinator's Report:**

- FY22 Appointments: Made emails and phone calls to the individuals who have held appointed positions over this fiscal year to ask about reappointment. Prepared updated worksheet.
- Community Hall Stove: Harnett Plumbing switched stoves and installed a commercial gas hose and CO detector, both of which are now required by state codes. The Inspector said that this stove is okay to use. The Town is now waiting for the person who donated the older stove to remove it from the building before the kitchen will be available to use.
- Public Meeting Allowances: The Governor signed into law an extension for remote meetings to continue until April 1, 2022. A body may hold meetings in person as long as there are COVID safety measures in place, may continue to meet totally remotely or may switch to a hybrid, mixed format. If this latter method is used there must be electronic means for other attendees to remotely join the meeting.
- Hawlemont 6<sup>th</sup> Grade Graduation: Because all Board members have prior commitments, Hilma will represent the Board and present the two Frank E. Carpenter Awards to the two Heath students selected by the sixth-grade teacher.

#### **New Mail:**

- C. Rabbitt re: request to resume exercise class—*On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve resumption of the Bones and Balance class.*
- A. Larose re: Green Communities work questions
- FCSWMD re: recycling cost rate: towns to get paid
- Mass.gov re: OML legislation update
- KP Law re: Legislation update on OML & other
- Hawlemont News June 11, 2021
- BoH re: Clerk memo
- BoH re: proposed Clerk job description (6/14 version)
- Planning Bd re: Transcript of their public hearing for special permit
- S. Carleton re: educational reports of MTSS students
- KP Law re: disclosure of legal advice

- M. Sumner re: Comments of BoH Clerk position
- KP Law re: COVID sick leave for employees
- Rural School Redesign re: Warwick revisioning
- Hawlemont News June 18, 2021

**Next Meeting:**

Hilltown Recovery Theatre appointment, invite BUC  
End of Year Transfers, invite Finance Committee  
Appointments  
Senior Center Coordinator/Council on Aging

**Public Comment:** Jesse Weigand commented that he hoped the Select Board would continue to make meetings available by remote access as it is a great benefit for working residents who are unable to attend meetings in person.

*On a motion by Susan Lively 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