

MEETING MINUTES

Town of Heath
SELECT BOARD
Virtual Meeting
April 26, 2022

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

Others in Attendance: See attendance sheet.

6:01 p.m. Finance Committee called their meeting to order with Tom Lively, Ned Wolf, Will Emmet, Alice Wozniak and Bob McGahan in attendance.

Public Comment: None.

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 April 12, 2022, as amended.*

On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve the minutes of April 19, 2022, as presented. Robyn abstained due to her absence.

On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve the minutes of April 21, 2022, as presented.

Parks & Recreation Request: The Board reviewed a draft letter of support for the Town of Rowe's effort to apply for a grant that would provide conservation educational benefits to Rowe and surrounding towns such as Heath. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve and send the letter and authorize Robyn to sign on behalf of the Board.*

Community Hall Windows: Hilma reported that she and the Building Maintenance Coordinator met with Jade Mortimer who inspected the two windows in the best condition. She has agreed to replace the sash cording so that those two windows can be opened but is unable to do the work until later in June. When asked for a cost estimate, Ms. Mortimer's response was that she would do it as a gift to the Town. The Board requested that she be asked to evaluate the other second-floor windows when she returns.

FY23 Budget: Tom Lively stated that he had prepared a spreadsheet of the monetary article amounts and stated that, if he did his calculations correctly, the total amount is a 10 percent increase over the FY22 budget. Evaluation showed that the largest increase was in the educational assessments.

It was agreed by both boards to transfer the remaining Free Cash into an account for work needed on the 2/10-mile Flagg Hill Road improvement.

FY22 MTRSD Assessment Error: The two boards discussed at length whether to remove the article from the ATM warrant. It was suggested to remove the article since there had been no response or documentation from the school district. The Finance Committee voted 4-1 to remove the article from the warrant. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board by*

majority (2-1) voted to remove Article 10 from the warrant and to send a second letter to the Mohawk District.

MLP Manager Salary: A letter sent by MLB chairman Art Schwenger was reviewed with the MLB's request to transfer funds to cover a shortage in the FY22 account. The Finance Committee voted with four members in favor of recommending a transfer of funds. Due to the fact that Ned Wolf is a member of both the MLB and the Finance Committee, he recused himself. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to increase the amount to be transferred from the Broadband Dropline FY21 Art. 9 account from \$3,000 to \$4,035 for FY22 to cover the overage in the FY22 MLP Manager Salary.*

The Select Board agreed that a letter needs to be sent to departments with employees requesting them to not overspend the respective accounts for each department without prior approval.

ATM Planning with Moderator: Eric Sumner joined the meeting to discuss aspects of the ATM warrant and budget and logistical matters for the meeting. It was explained that the Select Board would like to explain the FY22 error to the voters and also explain the reason why it is not being brought for a vote at this time. The Board will prepare an explanation. The matter of the Salt Shed and facility planning was also discussed. Eric affirmed that it would be the decision of the Board to call a STM.

Logistics of the meeting itself included mask-wearing and separate sitting areas for anyone who does not wear a facial covering. Finance Committee and Select Board members will be seated at the front with microphones. Other microphones will be available for voters that will be cleaned between use.

Free Cash: The two groups finalized the Free Cash transfers with the Finance Committee recommending to transfer the remaining balance of \$59,233.00 to a Flagg Hill Road Improvement account. *On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to include a transfer of \$59,233 from Free Cash to a Flagg Hill Road Improvement account.*

Jacobs Road Revolving Account: Bob suggested raising the maximum spending amount from the current \$30,000. The rest of the committee was not prepared to decide since it had not been discussed in a separate meeting

8:18 p.m. Finance Committee adjourned their meeting.

On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to approve the ATM Warrant with the three specifically designated changes and the Article 3 Handout.

Building Accessibility and Safety: The Board reviewed a report of evaluation done by the Office on Disabilities concerning the entrance to Sawyer Hall and the library. The Board requested that the report be shared with the Library Trustees and staff. This matter will be discussed at a future meeting.

Green Communities Update: No new information.

Town Coordinator Report:

- **Community Hall Windows:** Building Maintenance Coordinator and Town Coordinator met with Jade Mortimer of Heartwood Window Restoration on April 14th. She designated two windows on the second floor that appeared to be safe to open and close with the replacement of the sash cording and mounting finger hooks on the bottom edge. She stated that she will not be able to get to the work until the later part of June.
- **Annual Town Report:** All reports submitted for final formatting. Report proof-read, finalized and sent to FC Sheriff's Office Print Shop for printing. Anticipate the finished product any day. Police Chief McDonough has offered to pick up the reports and deliver to town. Web version of the report was posted on the Town website this morning.
- **MVP Workshop:** Participated in the workshop held on April 13th along with 5 other town officials and 2 FRCOG personnel. This was the final workshop for planning. FRCOG is preparing a draft document which will be available soon. On May 17th at 6:00 p.m. (as part of the Select Board meeting) there will be a Board-sponsored public comment meeting which is a required part of the grant process.
- **Article 3 for FY23:** Prepared final worksheet with sub columns and also ATM Handout.
- **ATM Warrant:** Prepared further drafts of the ATM warrant for review. Sent to town counsel for review and made corrections as advised.
- **KP Law:** Correspondence and other communication with town counsel in regards to legal situations that the Town is presently having to address.

Mail:

- K. Peppard re: support letter for Rowe MVP Grant application
- BoH re: April Monthly report
- FCSWMD re: new hauling costs
- FCRHRA re: CDBG quarterly report of grant funds
- FRCOG re: Council updates
- FCSWMD re: Bulky Waste Recycling Day
- SB & FRCOG re: MVP public meeting notice
- J. Weigand re: question
- FCSWMD re: grant for subsidized home compost bins
- B. Rode re: letter of opinion in relation to resignation
- K. Nartowicz re: accrual balances of employee time off

Next Meeting: ATM preparation and notes; FY22 error; Community Hall building use.

9:06 p.m. On a motion by Susan Lively and a second by Brian De Vriese, the Select Board unanimously voted to adjourn the meeting.

Respectfully submitted,

Hilma A. Sumner
Town Coordinator