

MEETING MINUTES

Town of Heath
SELECT BOARD
18 Jacob Road
September 13, 2022

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

Others in Attendance: See attendance sheet.

Public Comment: Bob Gruen said he had concerns about winterizing Community Hall. There is a lot of work needed to keep the building in good repair and he is wanting events planned every month.

Barbara Gordon read a statement as a resident saying that she had concerns about the Board closing Community Hall for the winter with the positive collaboration that has been seen this summer. She also expressed concern that such a closing, although seasonal, would trigger a set-back in healing the local social fabric.

Review Minutes: *On a motion by Susan Lively and a second by Robyn Provost Carlson, the Select Board unanimously voted to approve the minutes of August 30, 2022, as amended.*

CDBG Deadline Extension: Because there remains a large amount of money that is available for home improvement loans, the Housing Authority applied to have the spending deadline extended. *On a motion by Susan Lively and a second by Robyn Provost Carlson, the Select Board unanimously voted to sign the extension contract for the CDBG grant approving spending until Dec. 31, 2022.*

Highway Department Job Descriptions: Robyn and Hilma met with Jeff Johnston, Highway Superintendent, to discuss proposed changes to the different position job descriptions and to outline some of the reorganization that may need to take place because of the recent change in personnel. Once the updated job descriptions get final approval, Jeff will present the appropriate copy to each respective highway employee. He will also update each man on the changes and ask each to sign a position acceptance form documenting that they had received the job description.

Robyn explained that the position of foreman was in existence before the mechanic/operator position and was not carried over. If that were to be added now, then the position would need to be regraded with a new pay scale put in place. This new pay rate would need to come before ATM and, thus, cannot be incorporated now. Jeff stated that he would like, as needed, to name someone in charge on a job-to-job basis.

There will be minor amendments made to each position description to have a final updated version of each. *On a motion by Susan Lively and a second by Robyn Provost Carlson, the Select Board unanimously voted to approve the updated Highway Department position descriptions for Highway Superintendent, Mechanic/Operator, and Skilled Laborer as amended.*

Town Buildings and Offices: Robyn and Hilma will draft a letter for those offices that will be reassigned to a different space at Jacobs Road.

Renaming Municipal Building: The need to rename the former school building at Jacobs Road was discussed. Both Board members present liked the idea of having the word "Heath" in the title. It was agreed that suggestions would be solicited from the community before the Board makes its final

decision. Hilma will see if a notice can still be put in *The Heath Herald*. All town building signs need to be updated to accurately reflect what is housed at each location.

Winterizing Community Hall: Hilma will speak to the Building Maintenance Coordinator (BMC) to get information about feasibility and cost for doing the necessary work of draining the water pipes in the building while still maintaining heat in the water pump area. The Building Use Committee will also be consulted as well as insurance questions raised to the MIIA agent. The Board discussed options of whether minimal heat would remain on for the few months that the building would be closed during the coldest months of the year or heat would be shut off, except in the area with the water pump. The BMC would perform any routine maintenance that was needed and monitor the condition of the building. The idea of reaching out to various town groups to see how each group sees themselves being involved in the use and future of the building was raised.

Jacobs Road Security System: The Board reviewed a second quote from Detectoguard that reflected the cost of installing deactivation key pads at two different door locations. The quote for this work was \$5,691.00. Because of the increase of cost, the Board decided to go with the original quote that would be to replace the existing system. *On a motion by Susan Lively and a second by Robyn Provost Carlson, the Select Board unanimously voted to approve the quote of \$3,073.00 from Detectoguard to replace the original equipment for the entrance alarm at the Jacobs Road building.*

Annual Maintenance for Generators: After reviewing a proposal from Kinsley that gave prices for two different levels of maintenance, Robyn said she would speak to the Highway Superintendent about whether that department could provide the additional maintenance, such as oil and filter changes, if the Town contracted for the lower level of maintenance with Kinsley.

Response to MTRSD—FY22 Error: Hilma conveyed the update that Attorney Lampke has sent a letter to the MTRSD Attorney Dupere asking some questions for clarification in part of the assessment process. No response has been received to date.

AT&T v. Town of Heath Intervenors: Kevin Maloney was present to speak with the Board and reaffirm what had been expressed by the intervenors in an email that they would like the Select Board represented at any meetings for extra-legal discussion. Robyn reported that she had spoken with town counsel about proceeding with this and was given guidance about how she should represent the Town in these meetings. Attorney Ed Pare had spoken with Ed Whittaker, informing him that he is the only representative that AT&T has and that he would be willing to enter into discussion within the context of the existing site. Kevin envisioned that the first meeting would be a brainstorming session with perhaps three to four meetings to follow. He will send out emails with possible dates for such discussion. Robyn affirmed that the Board made their decision at the time to try to lessen the impact of the inevitable. She also stated that, according to town counsel, a mechanism can be used to have simultaneous meetings of the three parties with a separate executive session of the Select Board.

Unfinished Business:

Tax Concerns: Robyn and Hilma will draft a response letter to Mike Platek addressing concerns over lack of notice for delinquent taxes.

11 Bellor Road: Hilma will send a new email to the company about the debt of the Town's incurred legal fees. The farm that is beginning construction needs to obtain building permits for the work that has already commenced and any future work.

Community Hall 150th Anniversary Celebration: Robyn stated that the committee is pulling together plans for the day's activities.

Town Coordinator's Report:

- MTRSD Business Administrator: Received call from Bill Lataille on 9/9 asking if Heath had reached any decision about the FY22 Error payment. The response that was given was that no decision had been reached yet, however, our attorneys were in the process of drafting a letter seeking clarification of parts of the regional agreement.
- MTRSD FY22 Error: Met with attorneys, Brian DeVriese and Bob McGahan to discuss information. Reviewed draft letter prepared by attorneys.
- Sawyer Hall: Met with Bob Viarengo on behalf of the HHS to view the former Assessors' office on the second floor. He expressed interest in possibly working out an arrangement with the Town to use that space for their document storage. He will be speaking with the HHS Directors about this.
- Line Painting: Met with Pat Geary of Infinity Line Co. who viewed the front area of Jacobs Road. To black out existing lines, paint new parking lines including two handicap parking spaces, the cost would be \$550.00. He is able to complete the work this Friday, if approved. ***On a motion by Susan Lively and a second by Robyn Provost Carlson, the Select Board unanimously voted to approve the line painting work at Jacobs Road to be done by Infinity Line Co.***

Mail:

- RSP-C re: response to Intervenors
- R. Viarengo re: CH concerns
- S. Lively re: possible long-term rental
- FCSWMD re: August recycling costs
- KP Law re: certificate for court
- Kinsley re: start-up cost proposal
- Kinsley re: annual maintenance cost for generators
- Detectoguard re: new proposal
- K. Maloney re: email exchange with intervenors and RPC & HAS
- S. Litchfield re: POD container

Next Meeting: September 27: Renaming Jacobs Road building, Town Buildings & Offices, winterizing Community Hall.

7:55 p.m. *On a motion by Susan Lively and a second by Robyn Provost Carlson, the Select Board unanimously voted to adjourn the meeting.*

Respectfully submitted,

Hilma A. Sumner
Town Coordinator