

**MEETING MINUTES**  
Town of Heath  
SELECT BOARD  
Jacobs Road Municipal Center  
May 30, 2023

**Called to Order at 6:02 p.m.** With Robyn Provost Carlson, Susan Lively, Elissa Viarengo, and Hilma Sumner, Town Coordinator.

**Others in Attendance:** See attendance sheet.

**Review of Agenda:** No changes.

**Review of Minutes:** *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to approve the minutes of May 16, 2023, as amended.*

**Public Comment:** Barbara Rode informed the meeting that she would be recording the part of the meeting when the discussion about 11 Bellor LLC was held.

**Parks & Recreation Committee Participant Waiver:** The Board reviewed the generic form that was designed to be used for any event that would be held. The Select Board agreed that there should be a line that would specify what the event was and list the date of the event. *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to approve the Parks & Recreation Committee Participant Waiver with the amendment.*

**Community Hall:** Robyn reported that the measurements done for the floor replacement estimate included the nurse's office and into the stair well. It was agreed that measurements should be taken of the two bathrooms so that a price estimate would include that space as well. No decision was made about what material to use for the floor although a rough estimate for epoxy would cost approximately \$15,000.

**Trailer Complaint:** The Board reviewed the draft letter that Robyn had written in response to the letter of complaint sent by Betsy Kovacs about the property on Bray Road. It was agreed to send the letter as presented and to copy in the Board of Health and the Police Chief.

Planning Board chairman, Doug Mason, stated the Planning Board had intended to send a letter to town property owners insisting on compliance with the zoning bylaws. It was never finalized nor sent. A resident in attendance inquired why removal of the containers was not being enforced when he was required to remove the trailer on his property.

Robyn stated that there was nothing in the zoning bylaws that clearly states who is to communicate with the Building Inspection officials. It was agreed that a joint meeting of the Select Board and the Planning Board could be beneficial in working toward development of a clear process for enforcement of the bylaws.

**Special Town Meeting:** Following the recommendation from the Finance Committee, the Board decided that there would be no meeting called.

**11 Bellor LLC and True Cannabis:** The response from True Cannabis to the Building Commissioner, Jim Hawkins, was reviewed. In a phone conversation that Robyn held with Mr. Hawkins, he stated that, if there was to be further enforcement beyond his Cease and Desist Order, it

was on the town to involve legal counsel. Doug stated that the storage containers on the property were too close to the road at first but were moved last fall. The fence, Doug thought, was on the survey line. He will measure the distance between the edge of the road and the front edge of the fence.

A concerning factor in the situation is that there has been a lack of communication between True Cannabis, the Building Commissioner and town boards that play a role in the development of the farm. It is hoped that Robyn and Hilma will be able to hold a phone conversation with Chris Yatooma, principal of True Cannabis, and other officials, on Wednesday.

**Telephone System:** Hilma presented the latest update from Granite Telecommunications about a new phone system that would include 15 extensions and eliminate the need for some of the Verizon lines. *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to approve an agreement with Granite Telecommunications for a three-year service contract at \$227.84 per month and purchase of 15 telephones at a total of \$1639.00.*

**Review of Appointed Boards and Committees:** The Board decided that research was needed for the Agricultural Commission. Besides assessing their charge and overview, the Board decided to also review the overview for the Building Use Committee and the Building Facilities Committee. Research will also be done to determine if the number of members on Zoning Board of Appeals can be changed.

The past several months Sue has been serving as an unofficial liaison to the Board of Health which has worked well at sharing information and increasing communication. The Select Board agreed to select one of their own to continue as a liaison. *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to appoint Elissa Viarengo as the Select Board liaison to the Board of Health.*

The Board reviewed their list of position appointments and divided the responsibilities for FY24 between the three members.

**Transfer Station Attendant:** Hilma presented the work of the interview team in meeting with the two applicants and assessing their qualifications. All three team members agreed that either applicant would do a good job but the one they selected, Lee Lively, was recommended because of his extensive history in hydraulics. *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to appoint Lee Lively for the position of Transfer Station Attendant with an hourly wage of \$16.82.*

**Transfer Station Bag Sticker Fee:** The Finance Committee recommended that the cost of the transfer station bag stickers should be increased to \$2.00 each. *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to approve an increased fee of \$2.00 per sticker for the transfer station bags beginning July 1, 2023.* Various methods of communication will be used to notify residents.

**Municipal Light Plant:** The Board reviewed a letter from the MLP Manager notifying the Board that a voted was taken to transfer \$60,000 of broadband income to the Town. There will be a meeting tomorrow afternoon with Robyn, Hilma, the Accountant, the Director of Assessing and the MLP Manager to formulate a method of reporting this money as anticipated revenue so that it can be appropriated in the same year.

**Fuse Energy:** Upon review of the contract form and more details of how the process was undertaken, the Board decided that it did not seem feasible for the town to take on the additional accounting work that would be needed. *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted not to accept the proposal of Fuse Energy at this time.*

**Financial Planning:** Robyn and Sue agreed with Elissa’s statement that the Select Board and Finance Committee need to be informing residents about town finances. The first step in financial planning, or financial forecasting as the Department of Revenue refers to it, is to discuss the work with the Finance Committee as they are elected as the town’s financial advisors. An overview of municipal finances would include long-range planning for both expenses and sources of revenue.

**Communications:** Methods of communication with town residents was discussed. The Town already uses emails, letters, CodeRED, the Heath Herald, the Greenfield Recorder and Heath Connects to convey information. There is also the town website, the kiosk in the Town Center, and Select Board meetings. Placing an insert into the Town Clerk’s census form mailing has also been used previously. A welcome letter could be drafted and copies placed in the welcome bags for new residents. Basic information of Town functions and hours could be printed on cardstock that is made available. Research will also be done on means of making remote access available for meetings.

**Mail:**

- Parks & Rec re: participant waiver
- RPC re: draft reply to B. Kovacs
- G. Garland re: complaint of Bray Rd trailer
- T. Schott re: equity in bylaw enforcement
- True Cannabis re: response to Cease and Desist Orders
- HAS re: transfer station summary of costs & income
- D. Travers re: resignation from Building Facilities Committee--*On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to accept with regret the resignation of David Travers from the Building Facilities Committee.*
- K. Maloney re: comments on meeting and public comment policy—Research will be done to learn what other communities are using to do a live-stream meeting.
- Gov. Healey re: announcement of Director of Rural Affairs
- Granite Communications re: agreement for service

**Next Meeting:** June 13<sup>th</sup> —Continuation of unfinished items of business.

**10:10 p.m.** *On a motion by Susan Lively and seconded by Elissa Viarengo, the Select Board unanimously voted to adjourn the meeting.*

Respectfully submitted,

Hilma A. Sumner  
Town Coordinator