

MEETING MINUTES
Town of Heath
SELECT BOARD
Jacobs Road Municipal Center
Tuesday, July 8, 2025

Called to Order at 5:00 p.m. With Robyn Provost-Carlson, Elissa Viarengo, Will Emmet and Nancy Thane, Office Assistant. Absent: Hilma Sumner, Town Coordinator.

This meeting was recorded.

Others in Attendance: See attendance list.

Review Agenda: Added: Transfer Station Attendant.

Review Minutes: *On a motion by Elissa Viarengo and seconded by Will Emmet, the Select Board unanimously voted to approve the minutes of June 17, 2025, as amended.*

Public Comment: Elissa shared that a member of the community expressed gratitude for the new street signs being put up in town.

Salt Shed Update: Both the salt shed and the old EOC have been demolished, and debris removed. The Highway Department is doing some preliminary grading and filling. The schedule for work continues to be developed. There are options being considered for the final size of the pad, the use of sealants, utilization of a waterproof membrane and the depth of the foundation and placement of concrete blocks. Robyn asked the other two members to read all the information received before the next meeting. Each of the potentially added options will mean an increase in the overall project cost. Tyson will be meeting with Palmeri Electric regarding the electric needs for this project and the rest of the buildings on site to determine the best solution for generator coverage.

Generator(s): The suggestion from Palmeri Electric is to upsize the generator at Sawyer Hall from 14 kw to 20 kw. Quotes are being solicited to include the purchase of a new generator to power the salt shed, transfer station and fuel pumps. Part of the requested quote includes an “OnCue” remote monitor. Palmeri is willing to give a slight discount if the town purchases all generators simultaneously.

Surplus Space Rental Proposals: Hilltown Youth Recovery Center has submitted a detailed proposal for the rental of Rooms 122 and 126 at JRMC for \$500 monthly per room. Also included was a proposal for as-requested block rental of the building’s common indoor spaces. The question arose about the possibility of charging block rental for the JRMC grounds, as well. Pricing for that would need to be determined.

If the Board decides to proceed with HYRC, communication would be done directly with the Board, at least initially. The Board thought that an initial lease of one year would be timely, and the extensions could be considered in the future. A streamlined payment process could be researched, including the possible use of autopay.

It was also noted that a brief sketch of a proposal had been submitted by Carin Freeman. Elissa will ask her for details.

Further deliberation will take place at the next meeting.

Firehouse Doors: Tyson is obtaining an estimate from Divine Door Company that will include the doors in both the Fire and Highway departments. A tentative cost of \$35,000 was discussed. Possible funding sources include transferring funds at a Special Town Meeting although research would be needed to determine what was available. It was also speculated that the funds from the last land auction could be used, or the Fire Fighters Association would have money from some of their fundraising efforts.

Police Department Hours: In the review of year-end accounts, it was noted that the Police Department salary account was overdrawn. Robyn will be asking Police and Fire Chiefs to keep a log of activities so that plans can be made for appropriate staffing. There was also discussion regarding what the town needs from the Police Department, e.g.: mental health calls, gun licensing, neighborhood policing, other activities. Further conversations on the Board and with the Police Chief will be held. It was clarified that local police respond initially to a call if they are on duty. When not on duty, mutual coverage assumes the duty of first response to emergency calls.

FY2025 End-of-year Account Reports: Robyn, Hilma, and the accountant reviewed the general budget accounts and the other accounts reports. There are some corrections that need to be made in a few of the accounts. The operating budget will end in the black although overages left in individual accounts will mostly be used to cover the overdrawn accounts.

Some of the other accounts can get closed out and the remaining funds transferred to another account at a Town Meeting. This is because the account was initially established for a particular reason, but the entire allocation was not needed.

Transfer Station Attendant: Steve Thane is substituting this Wednesday and Tyson will find a substitute worker for Saturday. One application for the position has been received: Dan Richter. Tyson and Hilma have spoken with him and are both comfortable hiring him. ***On a motion by Elissa Viarengo and seconded by Will Emmet, the Select Board unanimously voted to offer Dan Richter the position of transfer station attendant, pending a review by Hilma and Tyson, for a probational 3-month period at an hourly rate based on the current practice.*** Elissa noted that the time spent to close and open on time is unpaid time. A solution would be to shorten open hours of the transfer station by 15 minutes at both ends of the shift.

Parks and Recreation Committee: All committee members have been invited to attend the next meeting to discuss how they will address problems on the Burnt Hill Catamount Trail that have been identified by the Conservation Commission. Brian De Vriese, Conservation Commission chairman, will be sending details of what needs to be done. Robyn will draft a timeline of what has taken place or will need to take place.

Mail:

- FCSWMD re: FY2026 MOUs for hauling, station inspection, hazardous waste— ***On a motion by Elissa Viarengo and seconded by Will Emmet, the Select Board unanimously voted to***

accept and sign agreements with the Franklin County Solid Waste Management District for waste hauling and disposal, and hazardous waste day participation.

- P. McGahan re: request for pickleball clinic—— *On a motion by Elissa Viarengo and seconded by Will Emmet, the Select Board unanimously voted to approve a pickleball clinic as proposed by the Parks & Recreation Committee with the involvement of the Building Maintenance Coordinator regarding painting court lines on the JRMC gym floor.*
- RPC/J. McDonough re: Police budget overages
- C. Rabbitt re: June town nurse report
- FCSWMD re: Recycling expense
- Sen. P. Mark re: July District Staff Office Hours
- RPC re: Salt shed possible extra measures

Part 2—Parks & Rec email exchanges regarding BHC Trail

- March 2020: b/w Brian & K. Peppard
- April 2020: b/w Mike C. & Bill Lattrell
- Dec. 2023: b/w Mike C. & Bill Lattrell
- Jan-Feb 2024: b/w Mike C., Bill L., Brian, Elissa
- Feb. 2024: b/w Mike C. & Brian
- April 2025: b/w Mike C. & Bill L.
- June 2025: b/w Mike C. & Brian
- June-July 2025: b/w Mike C. & Brian
- July 2025: b/w Robyn & Mike C.

Next Meeting: July 22nd

6:49 p.m. *On a motion by Elissa Viarengo and seconded by Will Emmet, the Select Board unanimously voted to adjourn the meeting.*

Respectfully submitted,

Nancy Thane
Office Assistant