

MEETING MINUTES
Town of Heath
SELECT BOARD
Jacobs Road Municipal Center
November 17, 2025

Called to Order at 5:00 P.M. with Robyn Provost Carlson, Elissa Viarengo, Will Emmet, and Hilma Sumner, Town Coordinator, in attendance.

Other Attendees: See attendance sheet.

The meeting was recorded.

Review Agenda: Added: winter road care, window tape, and Senator Mark.

Review of Minutes: *On a motion by Elissa Viarengo and a second by Will Emmet, the Select Board voted unanimously to approve the minutes of November 5, 2025, with amendments.*

Public Comment: Pat McGahan remarked that, for safety purposes, the doorbell at JRMC could be made louder so that the front door could be locked if there was only one person working in the building.

5:15 p.m. Tax Classification Hearing: *On a motion by Elissa Viarengo and a second by Will Emmet, the Select Board voted unanimously to open the Tax Classification Hearing for FY 2026.* A letter from the Board of Assessors was read that stated their recommendation was to have a single tax rate. *On a motion by Elissa Viarengo and a second by Will Emmet, the Select Board voted unanimously to approve a single tax rate as recommended by the Board of Assessors.*

On a motion by Elissa Viarengo and a second by Will Emmet, the Select Board voted unanimously to close the tax classification hearing at 5:17 p.m.

Special Town Meeting Warrant: The Board reviewed the articles as presented in the draft warrant. There will be a total of six articles including the one article that presents the zoning bylaw changes to make the references of roads and streets consistent. After review, the Board members signed the warrant for the December 9th Special Town Meeting.

Hilltown Youth Performing Arts (HYPA): Elissa reported that almost everything had been done on the Appendix B list by Saturday's deadline. Items still needing to be addressed are removing the metal arch between the lower sheds, preparing a written list of town-owned furniture used in the two rooms, and covering the wooden spools.

Town Center Court Refinishing: Robyn reported that she had reached out to the company that a quote had been received from. The company needs to receive the prevailing wage schedule to recalculate the work estimate.

Surveillance Camera Policy: The Building Maintenance Coordinator will be asked to get a quote from Northeast Security for installing internal surveillance cameras that can be wired to the present security

system. Elissa requested that she be notified when company personnel come to view the locations to install cameras.

Town Coordinator Appointment and Transition: Meetings will be scheduled between the various officials and heads of departments with Hilma and the incoming Town Coordinator. This will allow for an initial introduction and brief orientation of the relationship between the different offices.

Jacobs Road Municipal Center Gym Roof Update: When the prevailing wage schedule is received, it will be sent to the company from Vermont. The third company that had submitted a quote has withdrawn.

Declaring Town Land as a Park: Hilma summarized the research she had completed regarding the purchase history of the Community Hall and the parcels of land around that building. Transfer of property was completed in two separate years: 1956 and 1963. At both times there were no restrictions on the transfers, so the land is in general municipal use. To designate some of the land with a park restriction, the exact boundaries would need to be delineated through a land survey and then the proposal would need to be approved through a town meeting vote. After that, the land would be permanently restricted. The Board decided that no action would be taken at this time.

Stipend Review: Stipends were last reviewed nine years ago. At that time, the Finance Committee had established a rating system based on training and hours involved in service. Documents outlining the process that was used will be sent to the present Finance Committee with a request for them to review and update the process and then complete an updated assessment of stipends.

Bird Glass: A resident had asked the Board to consider applying some kind of safety tape that has white dots on it to the large glass windows at JRMC. These windows would be around the front doors and on the library windows facing east. Robyn stated that there are many products available to choose from and she will research the different options.

Winter Road Care: The Highway Superintendent has installed a camera at the garage that allows him to check on the weather at that location in town when he is not at work.

Senator Paul Mark's "Town Hall" Meeting: In the morning Senator Paul Mark had held a "town hall" meeting at JRMC. Thirty to forty people attended the hour and a half forum. The senator spoke about various concerns of the state legislature and of Governor Healey and some of the impact that reduction in federal funding is having on the state budget.

The Board discussed the creation of a document that would briefly describe the most urgent needs of the town. This document would then be sent out on a regular basis to Heath's senator and representative. This effort would keep the needs of the town before the representation and help them to realize common needs between municipalities.

Mail:

- Conservation Commission re: Stream crossing violation
- B. Lattrell & HAS re: location of foot bridge
- B. Lattrell re: statute of limitations on wetlands violation
- M. Cucchiara & RPC re: trail project
- T. Howard & RPC re: winter plowing

- T. Howard re: Highway plow routes
- HAS re: Declaring municipal land as a town park
- S. Gruen re: financial assistance for PVMCD membership
- DOR.DLS re: free cash certification
- A. Wozniak re: free cash & tax rate
- 2D8T re: October update
- FCSWMD re October MRF Processing Recycling expense
- EDV, RPC & J. Diamond re: status of Appendix B tasks
- M. Guglielmi re: SMRP grant of \$7,200
- S. Suhoski re: Municipal Empowerment Act testimony
- R. Crochier re: public health initiatives in PV towns

Next Meetings: Wednesday, November 19th and Tuesday, December 2nd.

7:16 pm. Adjournment: *On a motion by Elissa Viarengo and a second by Will Emmet, the Select Board voted unanimously to adjourn.*

Respectfully submitted,

Hilma A. Sumner
Town Coordinator