

# TOWN OF HEATH

MASSACHUSETTS



SELECT BOARD

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## MEETING MINUTES - TOWN OF HEATH SELECT BOARD

This meeting was held on Tuesday, February 10, 2026, at 5:00PM.  
JACOBS ROAD MUNICIPAL CENTER – CAFETERIA - 18 JACOBS ROAD HEATH, MA 01346

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**Called to order at 5:01PM** with Robyn Provost (Chair), Elissa Viarengo (Member), William Emmet (Member), and Mia Francesconi (Town Coordinator) present.

*Others present included Douglas Mason (Planning Board), Patricia McGahan, Barbara Gordon, Robert McGahan, Ned Wolf, and Jonathan Diamond (Hilltown Youth Performing Arts).*

**R. Provost announced that the meeting was being audio recorded.**

**Review Agenda** Added: Post Office Hours; Jacobs Road Municipal Center Front Doors

### **5:00PM Appointment: Planning Board Chairman – Warrant Article Deadline**

D. Mason stated that the warrant article deadline, set by the Select Board, of March 13, 2026, took the Planning Board by surprise as they had been planning to submit a myriad of zoning bylaw amendments for consideration on the warrant. Discussion was had concerning the time needed to submit said amendments. It was noted that the Planning Board would have sufficient time to comply with all requirements for submission of zoning bylaw amendments while still meeting the deadline. However, if additional time is deemed necessary for the submission of the amendments, the Select Board is amenable to pushing the deadline forward to March 20, 2026. D. Mason noted that the Planning Board had requested a \$500 increase to their expense line for the purpose of legal notice postings for future zoning bylaw amendments.

### **Review Minutes: 01/27/2026**

*A motion was made by E. Viarengo and seconded by W. Emmet to accept the meeting minutes from January 27, 2026, as amended.*

**Vote: Unanimous**

**Motion Carries: 3-0**

### **Public Comment**

W. Emmet explained that one of the Highway Department's call-in plow drivers had contacted him regarding some negative feedback about the road conditions, during/after snowstorms, that he had been receiving from residents and seeing on the "All Around Heath" Facebook group. W. Emmet stated to all present and all listening to the audio that if any concerns are had regarding the condition of the roads during/after snowstorms, the only people that should be contacted are either the Highway Superintendent or the Town Coordinator. Concerns are most efficiently addressed if they are communicated through the proper channels. He noted that it has been a tough Winter and the Highway Department is trying their best to keep the roads safe/passable for residents and passersby alike.

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**Parks & Recreation Committee – Enforcement Order; PARC Grant FY '26 Discussion; Delegate Signatory for Woodlands Partnership FY '26 Contract – Vote Anticipated**

M. Francesconi explained that David Cameron, the Wetlands Consultant who would be submitting a quote and scope of work for remediation of the Enforcement Order, had spoken with Bill Lattrell, the Conservation Commission Consultant. B. Lattrell would be proposing D. Cameron's rough ideas to the Commission for approval at their meeting the following day. The Commission had been in contact with the Parks & Recreation Committee about attendance at their meeting but had not contacted the Select Board Office. M. Francesconi was instructed to inform both the Conservation Commission and the Parks & Recreation Committee that all further correspondence regarding the Enforcement Order should be directed to her.

Communication was received from the Planning Board regarding their determination that the kiosks installed by the Parks & Recreation Committee did not require a special permit. They would, however, be working with the Select Board to find a new location for the kiosk in the center of Town.

*A motion was made by E. Viarengo and seconded by W. Emmet to designate M. Francesconi as the signatory for the FY '26 Woodlands Partnership grant.*

**Vote: Unanimous**

**Motion Carries: 3-0**

Discussion regarding the FY '26 PARC grant was tabled until the next meeting of the Select Board when the Finance Committee will be present.

**Fire Department Fee Schedule – Inspection Fee Increase – Vote Anticipated**

Tabled pending additional information.

**Sawyer Hall Rental Proposal – Discuss Draft Lease Agreement Details**

Tabled pending additional information from E. Viarengo and M. Francesconi.

**REVISED PROPOSAL – Green Communities Grant Project – Heat Pump/Mini Splits for JRMC Front Offices – Vote Anticipated**

Tabled pending financial information and confirmation of grant requirements.

**Municipal Light Plant – Fund Transfer – Vote Anticipated**

*A motion was made by E. Viarengo and seconded by W. Emmet to accept \$60,000 that the Municipal Light Board voted to transfer to the Town.*

**Vote: Unanimous**

**Motion Carries: 3-0**

**Office Assistant/Town Coordinator Transition – Discussion; Chief Procurement Officer Delegation – Vote Anticipated**



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Discussion was had regarding projects that Hilma Sumner, the former Town Coordinator, had requested additional hours to complete.

*A motion was made by E. Viarengo and seconded by W. Emmet to appoint Hilma A. Sumner as a temporary, part-time, and non-benefitted employee at a rate of \$45 per hour, for thirty (30) hours then on an on-call basis, to be paid out of the Town Coordinator Transition account.*

**Vote: Unanimous**

**Motion Carries: 3-0**

*A motion was made by E. Viarengo and seconded by W. Emmet to appoint/delegate M. Francesconi as the Chief Procurement Officer (CPO) for the Town of Heath.*

**Vote: Unanimous**

**Motion Carries: 3-0**

## **Board/Committee Email Addresses – Discussion; Post Office Email Address**

Tabled pending feedback from boards/committees.

## **7:00PM Appointment: Hilltown Youth Performing Arts, Inc. – Rental Updates; Discussion Re. Lease Renewal**

Discussion was had with J. Diamond regarding the renewal of Hilltown Youth Performing Arts' lease. J. Diamond expressed interest in renewal of the lease for another one to three years. M. Francesconi noted that Hilltown Youth Performing Arts had paid all outstanding amounts to date on their rent, block rentals, and security deposit. The Select Board will follow up with J. Diamond once a new, draft rental agreement is created.

## **CodeRed – Update on Services**

M. Francesconi explained that CodeRED was up and running again with the first alert from the new system having been sent out the previous Thursday. Only minor hiccups occurred with most, if not all having been resolved.

## **Request for Meeting with Colrain Select Board re. Emergency Services Regionalization – Discussion/Schedule Meeting**

M. Francesconi explained that the Colrain Select Board had requested a meeting with the Heath Select Board to discuss regionalization of area emergency services. Members requested that M. Francesconi reach out to Diana Parsons, the Colrain Town Administrator, to see if the meeting could be held after Annual Town Meeting.

## **Town Nurse Position – New Information**

M. Francesconi explained that Phoebe Walker, the Director of Community Health at the FRCOG, had informed her that to be eligible for their services, each member town could not spend less on public health on a year-to-year basis than they had the previous year. She felt that this information would be helpful in future discussions regarding the Town Nurse position.

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## **Schedule Franklin Regional Technical School Budget Presentation – Superintendent**

Scheduled for Tuesday, March 31, 2026, at 5:00PM, pending confirmation of the Superintendent's availability.

## **March/April Select Board Meetings – Schedule**

Scheduled at 5:00PM weekly until Annual Town Meeting, May 9, 2026, at 9:00AM.

## **Community Hall Storm Windows – Replacement Updates**

None.

## **JRMC Security Camera System – Discussion/Review – Vote Anticipated**

Tabled pending revised proposal.

## **Memorandum of Understanding – ADA Self-Evaluation and Transition Plan – Vote Anticipated**

A motion was made by E. Viarengo and seconded by W. Emmet to accept the Memorandum of Understanding by and between the Town of Heath and Franklin Regional Council of Governments (FRCOG) to provide \$8,750 of funding for work to create an ADA Self Evaluation and Transition Plan.

**Vote: Unanimous**

**Motion Carries: 3-0**

## **ADA WCIG IT Grant – 15 Town Collaboration – Introduction & Discussion**

M. Francesconi explained that the Town of Shelburne was applying for a Community Compact IT Grant that would allow them to contract with the FRCOG to provide 15 towns, including Heath, with technical support for their compliance with ADA WCAG standards by the deadline in 2027. She had written a letter of support on behalf of the Select Board and hoped to have additional information very soon.

## **Route 8A Over Underwood Brook Culvert/Bridge – Engineering Next Steps**

M. Francesconi explained that she had met with the engineer who was doing the design work for the Route 8A over Underwood Brook culvert. Environmental permitting was about to begin and Chapter 85 approval from MassDOT was forthcoming. She would need to apply for a small bridge grant through MassDOT in the Spring that would fund the construction.

## **Sustainable Purchasing Policy – Yearly Acceptance – Vote Anticipated**

A motion was made by E. Viarengo and seconded by W. Emmet to adopt the Sustainable Purchasing Policy supplied by M. Francesconi for the Town of Heath.

**Vote: Unanimous**

**Motion Carries: 3-0**

## **MTRSD/HRSD 2D8T Plan of Action – Discussion/Update**



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R. Provost had attended a 2D8T meeting about their Plan of Action. She would obtain additional information to distribute to interested residents and would consider other ways to inform residents of MTRSD's plans.

## **New Business: Post Office Hours**

Tabled pending additional information.

## **New Business: Jacobs Road Municipal Center Front Doors**

*A motion was made by E. Viarengo and seconded by W. Emmet to accept the proposal from Smith & Associates Locksmith Service for \$1950 to fix the front door hardware at Jacobs Road Municipal Center.*

**Vote: Unanimous**

**Motion Carries: 3-0**

## **Mail**

- Town of Colrain Fire Department Fee Schedule
- JAMROG re. Town Offices Heat Pump Install Quote REVISED
- J. Pfister (Grant Coordinator) re. Green Communities Grant Projects
- A. Schwenger re. Transfer of Funds from the MLB to the Town of Heath
- Post-Retirement Earnings FAQ
- MassIGO re. Appointment of Chief Procurement Officer (CPO)
- C. Garland re. Board/Committee Email Addresses/Licensure
- T. Rogers (FRCOG) re. West County EMS Regionalization
- R. Crochier re. CPHS Public Health Excellence Grant Requirements
- K. Rocke re. MTRSD Local Enrollment & Assessments Calculations
- FRCOG re. ADA Self-Evaluation & Transition Plan MOU
- FRCOG re. ADA Self-Evaluation & Transition Plan Scope of Work
- L. Dunlavy re. ADA WCAG Standards Support
- M. Francesconi re. ADA WCAG Standards Letter of Support
- L. Dunlavy re. ADA WCAG Standards Support Grant Application
- M. Houston re. Route 8A Culvert Project
- M. Francesconi re. Draft Sustainable Purchasing Policy
- MEMA re. ICS Training for Municipal Officials
- T. Lively re. JRMC Front Doors
- J. Atwood re. FRCOG Planning Updates
- MassDOER re. Solar & BESS Permitting/Bylaw Guidelines
- J. Atwood (FRCOG) re. FRPAB Member Recommendations
- W. Emmet re. Rep. Natalie Blais' Resignation
- R. Ide (National Grid) re. Smart Meter Installation

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- D. Clark re. Parking at JRMC
  - MassDPU re. Extension of Agreement with Dept. of Tele. & Cable
  - B. Dane re. Planning Board Kiosk Determination

**Next Meeting:** Tuesday, February 17, 2026, at 5:00PM

**Meeting Adjournment**

*A motion was made by E. Viarengo and seconded by W. Emmet to adjourn the meeting of the Select Board at 8:19PM.*

**Vote: Unanimous**

**Motion Carries: 3-0**

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Mia Francesconi', is written over the printed name.

Mia Francesconi, Town Coordinator  
*Town of Heath*