

# TOWN OF HEATH

MASSACHUSETTS



SELECT BOARD

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## MEETING MINUTES - TOWN OF HEATH SELECT BOARD

This meeting was held on Tuesday, April 21, 2026, at 5:00PM.  
JACOBS ROAD MUNICIPAL CENTER – CAFETERIA - 18 JACOBS ROAD HEATH, MA 01346

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**Called to order at 5:00PM** with Elissa Viarengo (Member), William Emmet (Member), and Mia Francesconi (Town Coordinator) present.

***Others present included Barbara Gordon, Pat McGahan, Tucker Jenkins, Ned Wolf, and Robert McGahan.***

**E. Viarengo announced that the meeting was being audio recorded.**

**Review Agenda:** Added: HVAC – Sawyer Hall & Jacobs Road Municipal Center

**Meeting Minutes: 04/07/2026**

*A motion was made by W. Emmet and seconded by E. Viarengo to approve the meeting minutes from April 7, 2026, as presented.*

**Vote: Unanimous**

**Motion Carries: 2-0**

**Meeting Minutes: 04/14/2026**

*A motion was made by W. Emmet and seconded by E. Viarengo to approve the meeting minutes from April 14, 2026, as amended.*

**Vote: Unanimous**

**Motion Carries: 2-0**

**Select Board Annual Town Meeting Hand Outs – Review/Discuss Handouts & Final Wording to be Included**

Members reviewed the notes from previous budget workbooks and proposed ideas for inclusion on the Select Board handout. M. Francesconi will draft the handouts and send them out to the Board for review prior to the next meeting.

**JRMC Parking Proposal – Review/Discuss**

Members reviewed the parking proposal submitted by P. McGahan. She explained that it would allow for additional parking around the bus circle so that elderly residents without handicap placards could access the building without having to walk from the lower parking lots. Both the Fire Chief and Highway Superintendent had reviewed the proposal and expressed their approval via email. W. Emmet noted that new spaces couldn't be created until the parking lots and driveways were re-paved. Further discussion was tabled until that time.

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## **Parks & Recreation Committee Annual Assessment – Review/Discuss**

P. McGahan presented the Parks & Recreation Committee's annual assessment. The assessment focused on the condition of the Community Hall play area with recommendations including the removal of the dome-shaped play structure, the replacement of three swing seats and associated chains and fasteners, the replacement of a deteriorating picnic table, the removal of fallen tree branches, and the re-setting of one of the swing set bases. The Parks & Recreation Committee's expense account will be used to fund the replacement of the swing seats, chains, and fasteners. P. McGahan will be investigating ways to fund the remaining recommendations and possibly the purchase of a new play structure/swing set.

## **Lease Agreement, Hilltown Youth Performing Arts – Review/Discuss Proposed Edits**

E. Viarengo explained that Jonathan Diamond of Hilltown Youth Performing Arts will no longer be proposing any edits to the draft lease agreement. The lease agreement will be executed at the next Select Board meeting.

## **Town Nurse – Discuss Next Steps & Position Posting – Vote Possible**

Tabled pending Board of Health recommendations.

## **Office Assistant & Boards' Clerk Positions – Review/Discuss Next Steps; Job Descriptions**

Tabled pending interviews.

## **Town of Colrain Surplus Police Cruiser – Review/Discuss Vehicle Information, Memorandum of Understanding, and Bill of Sale**

Tabled pending additional information.

## **Community Hall – Elevator & Cupola**

M. Francesconi explained that the broken elevator part was sent down to Florida where it could be fixed. She had not received a quote for this work from the Building Maintenance Coordinator but would be following up with him. The Highway Superintendent had put a call into a neighboring Town whose Highway Department has a bucket truck to remove the remaining two sides of the cupola but has not yet heard back.

## **Highway Department**

No updates.

## **ADA Compliance – Website; Transition Plan; Upcoming Grant Opportunities**

M. Francesconi explained that the State extended their WCAG (Web Content Accessibility Guidelines) compliance deadline by one year. The Town of Shelburne received the Community Compact IT Grant that will fund the hiring of consultants to help bring surrounding Towns, including Heath, into compliance with WCAG. She will update the Board upon receiving additional information. M. Francesconi had been informed by the FRCOG that the ADA (Americans with Disabilities Act) transition plan will be ready in time to be submitted for the accessibility grant that opens May 1, 2026.

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## **Public Comment**

P. McGahan stated that the Heath Community Resource Fair went very well. Members agreed, expressing their thanks to all volunteers and organizers for a lovely, informative event.

R. McGahan stated that he would like to see a Candidates' night where residents could ask questions to the two candidates running for Select Board.

## **Mail**

- C. Curtis (DRWA) re. Grant Application for Woodlands Partnership
- B. Lattrell re. Bridge Damage on Taylor Brook Road
- T. Lively re. Community Hall Lift Update
- P. McGahan re. JRMC Parking Proposal
- P. McGahan re. Parks & Recreation Committee Annual Assessment
- W. Baker re. New Printer/Copier for Front Offices
- D. Clark re. Equipment Transfer for Colrain Surplus Police Cruiser
- D. Parsons & N. Anzuoni re. Colrain Surplus Police Cruiser
- M. Maloni re. Community Compact IT Grant & WCAG ADA Compliance

## **New Business: HVAC – Sawyer Hall & Jacobs Road Municipal Center**

M. Francesconi explained that the heating systems in both Sawyer Hall and the Jacobs Road Municipal Center had stopped working over the weekend. The Building Maintenance Coordinator was able to get the Jacobs Road Municipal Center heating system working on his own but had to call a technician to help him fix the Sawyer Hall heating system. Both heating systems were back up and running.

**Next Meeting:** Tuesday, April 28, 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 6:51PM.*

**Vote: Unanimous**

**Motion Carries: 2-0**

Respectfully submitted,

Mia Francesconi, Town Coordinator  
Town of Heath