

TOWN OF HEATH

MASSACHUSETTS



SELECT BOARD

MEETING MINUTES - TOWN OF HEATH SELECT BOARD

This meeting was held on Tuesday, June 30, 2026, at 5:00PM.

JACOBS ROAD MUNICIPAL CENTER – CAFETERIA - 18 JACOBS ROAD HEATH, MA 01346

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

Others present included Barbara Gordon, Budge Litchfield (MTRSD School Committee), Sheila Litchfield (Board of Health), Edwin Wolf (Heath Historical Society; Finance Committee), Susan Gruen (Board of Health), Gene Garland (Board of Health), Tucker Jenkins (Board of Health), Jason Erali (Board of Health), Nicholas Anzuoni (Fire Chief), and Ashley Sparks (Charlemont School Sustainability Review Committee).

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

Review Agenda: Add: Guardrail Damage Route 8A; Extreme Heat Advisory (Added to Board of Health Appointment at 5:45PM)

5:00PM: Ashley Sparks, Charlemont School Sustainability Review Committee – Heath Elementary School Students & Hawlemont

A. Sparks set up numerous poster boards to which she had affixed photographs of various programs, events, and activities held at Hawlemont Regional School. She handed out a packet titled “Hawlemont Highlights 2025-2026” (*See Attachments*) to the Select Board and Town Coordinator. She explained that she is on the school committee for Hawlemont, but she was not present in that capacity and was speaking as a member of the Charlemont School Sustainability Review Committee to gauge the Select Board’s interest in Heath elementary school-aged students returning to Hawlemont. She stated that Hawlemont’s enrollment had been steadily declining since the pandemic, but enrollment had recently begun to trend upward when some issues that were causing some instabilities were resolved. She cited the school’s innovative learning environment and unique programming as reasons why the switch should be considered. Conversation ensued regarding how a switch would fit into the MTRSD’s consolidation effort and whether a switch would be possible given the school choice laws. B. Litchfield asked A. Sparks if her group had reconsidered joining the MTRSD. A. Sparks explained that joining the District was an option, but only if Hawlemont remained open. She noted that joining the District would decrease the strain on shared administrative personnel while giving some decision-making power to currently out-of-district Towns like Heath.

Discussion paused to allow G. Garland to call the Board of Health meeting to order at 5:30PM.

R. Provost stated that she’d like to bring additional Towns into the conversation. B. Litchfield opined that leaving the MTRSD, a District experiencing sustainability issues, for the HRSD, another district

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with sustainability issues, isn't necessarily favorable. A. Sparks reiterated that the conversation was intended to reopen discussion that seemed to have closed. Members thanked A. Sparks for her time, noting that they would keep this request in mind as the MTRSD moves closer to consolidation and requested that A. Sparks keep them updated on her conversations with other Towns.

Meeting Minutes: 06/02/2026

A motion was made by E. Viarengo and seconded by W. Emmet to approve the meeting minutes from June 2, 2026, as amended.

Vote: Unanimous

Motion Carries: 3-0

Meeting Minutes: 06/16/2026

A motion was made by E. Viarengo and seconded by W. Emmet to approve the meeting minutes from June 16, 2026, as presented.

Vote: Unanimous

Motion Carries: 3-0

Accounts Payable/Payroll Warrants

Approved by signature.

5:45PM: Board of Health – Town Nurse Position; Accessibility & Town Buildings; General Discussion; Extreme Heat Advisory

R. Provost and G. Garland summarized the Select Board and Board of Health's previous discussions regarding the Town Nurse position. G. Garland explained that there was a new, very qualified, applicant for the position. R. Provost suggested that both boards consider the possibility of bringing someone in, in a less permanent manner, whether that be an independent contractor or a temporary/per-diem employee, to allow the boards time to solidify the position's job description in conjunction with the new employee/contractor, re-grade the position according to the new job description, and have a new budget line item amount for the position's salary approved at Town Meeting. This would also give the boards time to investigate the possibility of a shared services agreement with another Town that already employs a Town Nurse. S. Litchfield and G. Garland expressed their agreement with a less permanent option for the transition year and explained that they would discuss it further at their next Board of Health meeting. R. Provost suggested that the interview committee interview the new applicant and if the new applicant is interested, see if they'd be open to any of the less permanent, transition year options. M. Francesconi, G. Garland, S. Gruen, and E. Viarengo will work together to schedule the interview. S. Litchfield asked how the Select Board would like the Board of Health to participate in the position's re-grading, when necessary. R. Provost suggested that the Board of Health go through the grading exercise on their own and present their grade to the Select Board. The Select Board would complete the exercise separately and compare the results.

S. Gruen summarized the recent weekly reports from the Pioneer Valley Mosquito Control District (PVMCD), noting that a mosquito in Clarksburg, Massachusetts, had tested positive for West Nile Virus

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(WNV). To notify residents of the need to protect themselves for mosquitos, she had posted flyers in various locations around Town. She will continue to monitor the situation.

R. Provost summarized the recent steps that had been taken to move Town buildings forward in terms of accessibility improvements. She explained that M. Francesconi had applied for a grant to replace the existing sidewalks and curb ramps, re-pave and re-line the driveways and parking lots, install push-button activated automatic front doors, and install new accessible parking signage at the Jacobs Road Municipal Center (JRMC). An insurance claim was submitted for the broken lift in Community Hall, but M. Francesconi had not heard back about coverage. She, M. Francesconi, and Brian DeVriese met with an engineering firm the day prior to look at the center of Town to come up with an all-encompassing plan to bring the center of Town into compliance with ADA requirements. The engineering firm has worked with the Town on many projects and will be submitting a proposal to do this work in the coming weeks. The Highway Superintendent is working on scheduling a date to have a contractor sand/chip the uneven slate slabs on the Sawyer Hall ramp.

G. Garland explained that there would be a wave of extreme heat in the coming days and he would like to open the cooling center and issue extreme heat advisories. He asked if M. Francesconi could send out a CodeRED alert informing residents of the anticipated extreme heat and the plans to open the cooling center. R. Provost agreed.

FY '27 Appointments – Make FY '27 Appointments – Vote Anticipated

A motion was made by E. Viarengo and seconded by W. Emmet to appoint all individual offices, boards, committees, and commissions as listed on the attached appointment list dated June 29, 2026, with the addition of Claire Rabbitt as the Town Nurse and the removal of Chelsea Jordan-Makely as an ex-officio member of the Parks and Recreation Committee.

Vote: Unanimous

Motion Carries: 3-0

Public Comment

B. Gordon explained that the Knotweed Symposium held the week prior was very informative. She thanked the event organizers for their hard work in putting everything together and the Highway Superintendent for his attendance at the event.

Heath Historical Society – Review/Approve License to Enter and Use Real Property – Vote Anticipated

R. Provost explained that when looking back at correspondence from when the initial license with the Heath Historical Society was approved, she realized that the term cannot exceed one year when using a license rather than a formal lease agreement. E. Wolf suggested that the Board include an auto-renewal clause rather than a multi-year term. M. Francesconi will revise the license.

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ADA Self-Evaluation & Transition Plan – Continue Discussion on Priorities, Next Steps, & Funding
Discussed under “5:45PM: Board of Health – Town Nurse Position; Accessibility & Town Buildings; General Discussion; Extreme Heat Advisory.”

Tri-Town Landfill – Possible Wetlands Protection Act Permitting & Site Visit

M. Francesconi explained that there had been discussion regarding whether an area of the Tri-Town Landfill was jurisdictional under the Wetlands Protection Act. If it was, that would require permitting from the Conservation Commission for vegetation management. After a site visit, the Conservation Commission Consultant determined that the area was not jurisdictional under the Wetlands Protection Act and therefore, permitting from the Conservation Commission was not necessary.

Burnt Hill-Catamount Trail Enforcement Order – Review/Approve Restoration Plan – Vote Anticipated

Members reviewed the Restoration Plan submitted by David Cameron of Fleetwood Environmental Solutions. M. Francesconi explained that the plan was submitted to the Conservation Commission in draft form to comply with the Commission’s deadline of June 30, 2026, but a final version would be submitted upon Select Board approval.

A motion was made by E. Viarengo and seconded by W. Emmet to approve the Wetland Impact Evaluation Report for the Shapiro Conservation Parcel/Burnt Hill-Catamount Trail Off of Flagg Hill Road dated June 19, 2026.

Vote: Unanimous

Motion Carries: 3-0

Town of Colrain Surplus Police Cruiser – Review/Discuss Email from Fire Chief

M. Francesconi explained that she still hadn’t heard from the Town of Colrain regarding the surplus police cruiser. N. Anzuoni, referencing his email, stated that in doing some thinking about the situation, he wasn’t sure whether an SUV was the best option for a Chief’s vehicle. He explained that he regularly carries chainsaws and other equipment that shouldn’t be stored in the passenger compartment of a vehicle. W. Emmet will explore other options.

Town Center Kiosk – Confirm Next Steps

Members asked W. Emmet to follow up with the Highway Superintendent as to whether the concrete bases for the kiosk posts could be dug out of the ground rather than cutting the posts out of the concrete. W. Emmet will follow up and keep the Board updated.

Town Coordinator Updates

M. Francesconi summarized the attached document entitled *Town Coordinator Updates, June 30, 2026*.

Mail

- Burnt Hill-Catamount Trail Wetland Impact Evaluation Report
- Heath Historical Society License to Enter and Use Real Property DRAFT
- N. Anzuoni (Fire Chief) re. Town of Colrain Surplus Police Cruiser

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- C. Dauer re. Sawyer Hall Rental Possible Future Interest
 - S. Gruen (Board of Health) re. PVMCD WNV Positive Mosquito
 - PVMCD re. Weekly Surveillance Report Week 23
 - FCRSD Committee re. Debt Authorization for FCTS Building Project
 - L. Cregan (Franklin Land Trust) re. Behl-Amter CR Thank You
 - Heath Herald re. August-September Article Submission Deadline
 - J. Atwood (FRCOG) re. FRCOG Planning Updates
 - J. Ameen (FCSWMD) re. June Recycling Costs
 - Mary Lyon Foundation re. 4th Annual West County Community Resource Fair

Guardrail Damage Route 8A

M. Francesconi stated that a car accident had pulled a section of guardrail out of the ground on Route 8A, South of the Dell.

Next Meeting: Tuesday, July 14, 2026, 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 8:16PM.

Vote: Unanimous

Motion Carries: 3-0

Respectfully submitted,

Mia Francesconi, Town Coordinator
Town of Heath

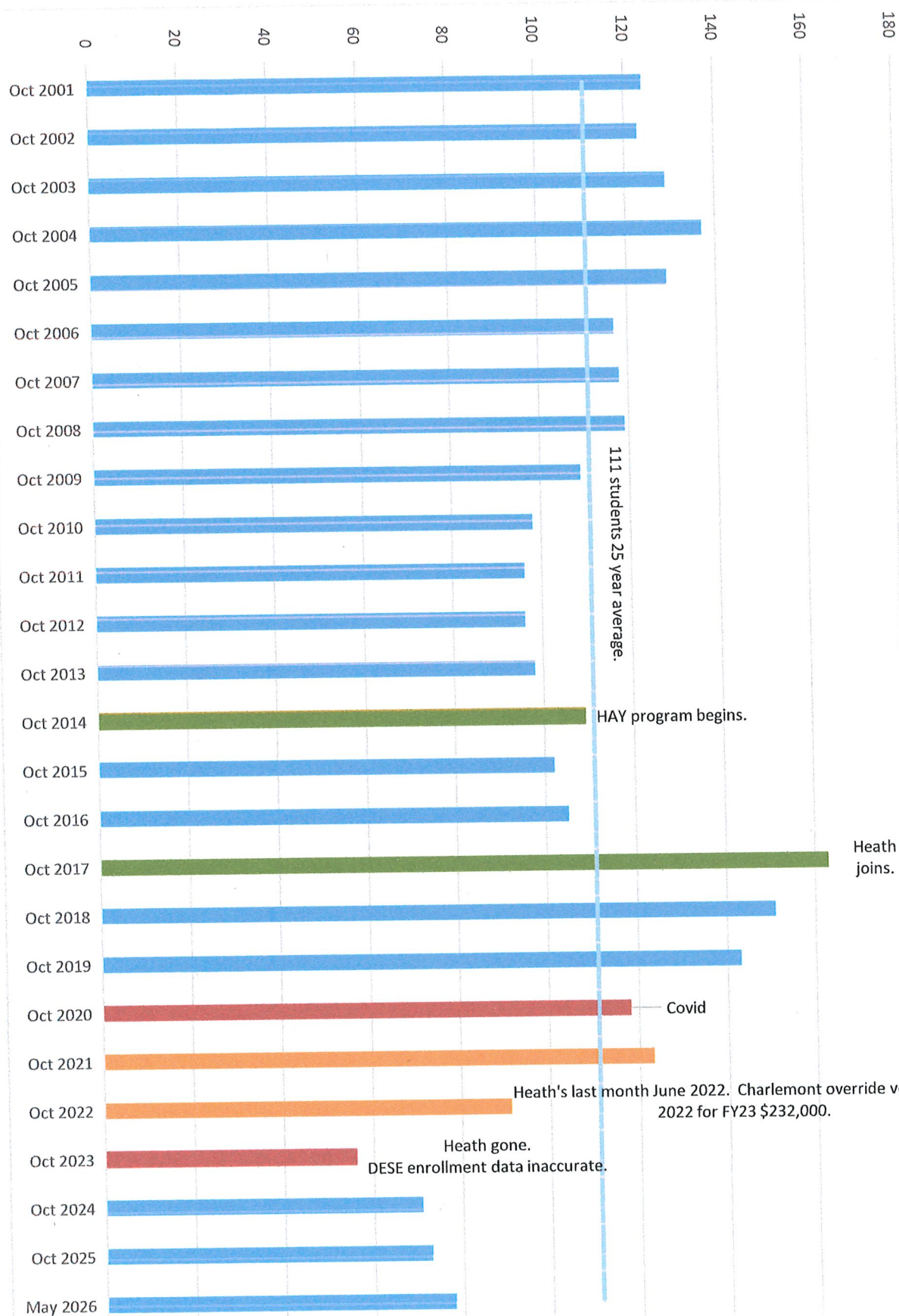
ATTACHMENTS:

- *Hawlemont Highlights 2025-2026*
- *Appointment List – June 29, 2026, Version*
- *Town Coordinator Updates, June 30, 2026*

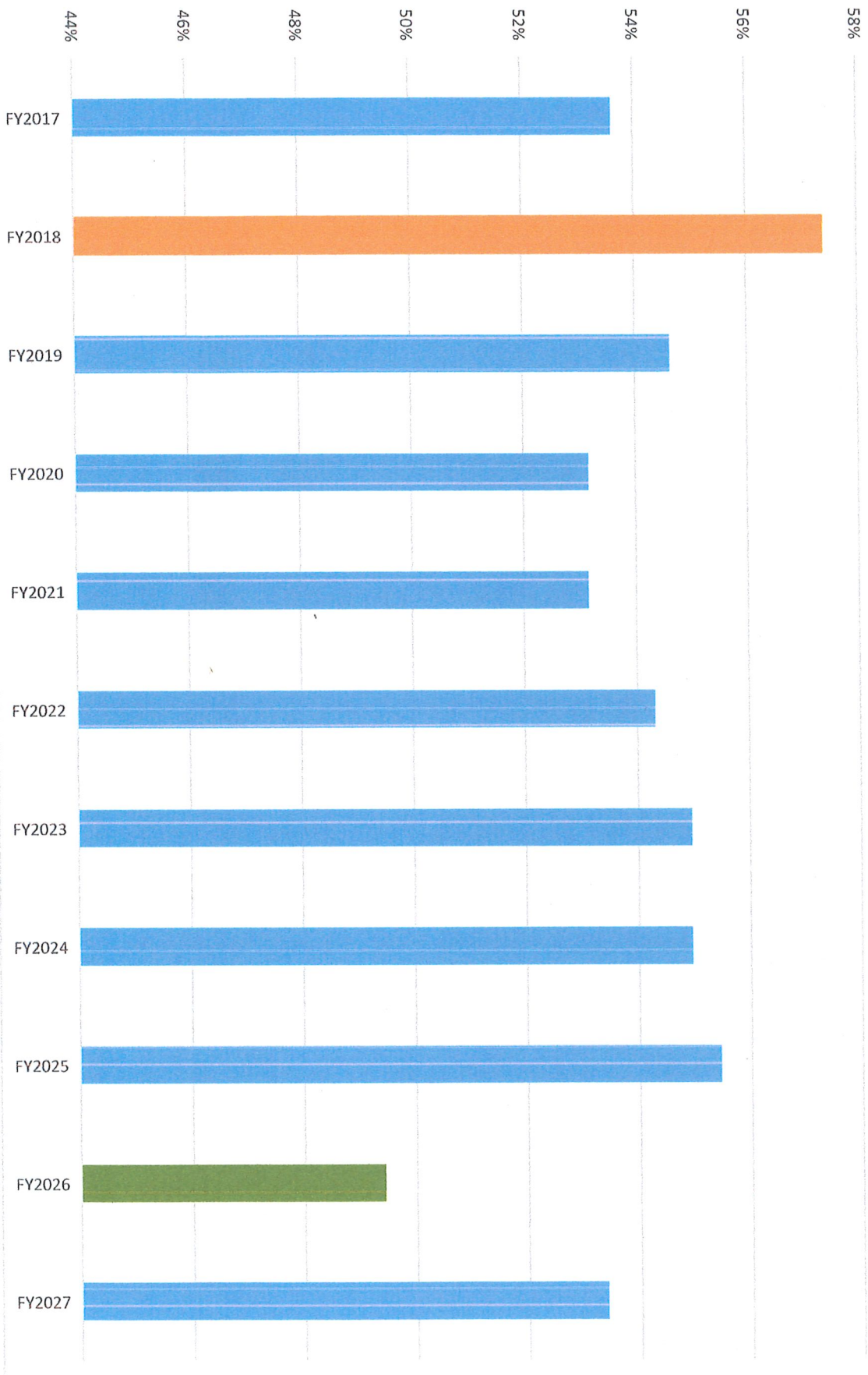
Hawlemont Highlights 2025-2026

- Rosie the pig gave birth to a litter of 7 piglets. This was a particularly special occasion since Rosie was also born at the school. The other farm animals this year were a cow, 2 goats, and many, many chickens.
- The HAY program is now in its 11th year, providing an educational model that is place-based, science and community centered, and effective.
- Hawlemont received a certificate of recognition from DESE for its students' MCAS scores. One area the students did particularly well in was science. Their scores were far above state average, and were the best out of all area schools.
- Students enjoyed time in our outdoor classroom surrounded by the forest and sounds of the nearby river.
- A community garden was established on the school's grounds, and we are now heading into our second season. Garden beds are still available!
- Hawlemont partnered with Trout Unlimited to run our annual river cleanup along the Deerfield and its tributaries. Students also raised trout from eggs that were then released in the spring.
- The school hosted senior luncheons, collected for food and toy drives, collaborated with the Tyler Memorial Library to establish a seed library, offered weekend workshops and classes for all ages, and provided a space for the town's wood bank. A special thank you to the students who stacked the firewood.
- A winter enrichment program that ran over the course of 6 weeks was enjoyed. Students had the option of skiing or snowboarding at Berkshire East, theater, or STEAM (science, technology, engineering, art and math) activities. There was also the Winter Concert where students got to show off their musical talents. At the end of winter, in the HAY program, third graders tapped the school's maple trees, this is always a class favorite.
- The afterschool 4H program boasts the largest selection of 4H programs in Franklin Country. Volunteers run classes on weaving, animal science, arts and crafts, just to name a few.
- There were field trips to local farms to learn about agriculture and forestry, and a trip to Historic Deerfield. Visits from a mobile planetarium, The Vermont Museum of Natural History, and a meteorologist from Western Mass News.
- Our cafeteria went above and beyond, as always. From fresh baked bread, a daily salad bar, a snack fridge filled with fruit, to great breakfasts and lunches, good nutrition was the foundation of every child's day.

Hawlemont Enrollment Oct 2001-May 2026



Percentage of Charlemont's Town Budget Spent on Pre-K - 12 Education FY2017-FY2027



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SELECT BOARD APPOINTMENTS

Fiscal Year 2027

All individual offices, boards, committees, and commissions below are appointed annually unless otherwise specified.

June 29, 2026, Version

Individual Offices as specified in the General Bylaws

+ - Stipend

* - Hired (Individual, Business, or Service Contract)

Town Coordinator*	Mia Francesconi
Office Assistant*	Olivia Girard
Treasurer*	Kristi Nartowicz
Town Accountant*	Hill-Town Municipal Accounting
Tax Collector*	Elizabeth Nichols
Americans with Disabilities (ADA) Representative (Municipal ADA Coordinator)	Maya Blum
Animal Inspector+	Aimee Jarvis
Boards Clerk*	VACANT
Temporary Board of Health Clerk*	Cindie Garland
Building Maintenance Coordinator*	Timothy Lively
Carl H. Nilman Scholarship Representative	Robert Gruen
Chief of Police*	John McDonough
Police Officers*	Francis Noyes
	Clayton Herbert
Detail Officers	Chris Pettengill
	Tucker Jenkins
	Chris Hyytinen
	Karl Karabeinikiff
	Jim Bernier
	Melinda Herzig
	Joe Murdock
	Lee Lively
Animal Control Officers (regional and local)*	FCSO Regional Animal Control
Emergency Management Director+	Timothy Lively
Emergency Management Director, Alternate+	Sheila Litchfield
E911 Coordinator+	Kenneth Gilbert
FRCOG Planning Board Representative	William Emmet

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FRCOG Planning Board Representative, Alternate	Elissa Viarengo
FRCOG Regional Dog Kennel Representative	William Emmet
FRCOG Regional Dog Kennel Representative, Alternate	Elissa Viarengo
FCCIP Representative	Robyn Provost
Fire Chief+	Nicholas Anzuoni
Forest Fire Warden	Nicholas Anzuoni
FRCOG Representative (<i>FRCOG Councilor</i>)	Robyn Provost
Highway Superintendent*	Tyson Howard
Highway Laborers (<i>Highway Skilled Laborers/Operators</i>)*	Jason Lively
	Jason Boutwell
<i>Building Commissioner*</i>	James Hawkins
Inspector of Buildings*	Jeff Gougeon
Inspector, Electrical*	Dana Spring
Inspector, Plumbing & Gas*	Andrew K. French
Licensing Board	Select Board/Robyn Provost
Post Office Manager*	Charlene Reynolds
Assistant to the Post Office Manager*	VACANT
<i>Post Office Substitutes*</i>	Lorena Loubsky
	Julie Smead
Election Workers+	Nancy Thane
	Hilma Sumner
	Douglas Wilkins
	Susan Draxler
	Cathy Wilkins
	Dena Briggs
<i>Alternate Election Workers</i>	Jenna Day
	Cindie Garland
	Cathy Tallen
Senior Center Coordinator (<i>Senior Program Coordinator</i>)*	Lyra Johnson-Fuller
Tax Title Attorney*	Law Office of Iris A. Leahy
Town Counsel*	KP Law, P.C.
Town Nurse*	VACANT
<i>Transfer Station Attendant*</i>	Daniel J. Richter
Veterans Agent*	Upper Pioneer Valley Veterans Services
Veterans Graves Officer	Gene Garland
Veterans Representative	Gene Garland
Fred G. Wells Trustee	Dianne Grinnell

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Conservation Commission Consultant+	William Lattrell
Woodlands Partnership Representative	Arthur Schwenger

Town Boards, Committees, and Commissions as specified in the General Bylaws

Agricultural Commission	Molly Lane
<i>Five Members</i>	VACANT
	Lorena Loubsky
	Sam Lane
	Austin Sumner
Board of Health+	Gene Garland – 2027
<i>Five Members</i>	Tucker Jenkins – 2027
<i>Overlapping Terms of Three (3) Years Each</i>	Susan Gruen – 2028
	Sheila Litchfield – 2029
	Jason Erali - 2029
Cemetery Commission	Claire Rabbitt
<i>Three Members</i>	Jerry Gilbert
	Eric Sumner
Community Hall Committee	VACANT
<i>Five Members</i>	VACANT
	VACANT
	VACANT
	VACANT
Conservation Commission	Heather Row - 2027
<i>Five Members</i>	Brian DeVriese - 2029
<i>Terms of Three Years Each</i>	Pam Porter - 2029
	Susan Draxler - 2028
	Lyra Johnson-Fuller - 2027
Council on Aging	Margaret Freeman
<i>Five Members</i>	Cathy Tallen
	Susan Lively
	Donna Hyytinen
	Anne Emmet
Cultural Council	Elizabeth Gribbons - 2029
<i>Six Members</i>	Cindy Davidson – 2027
	VACANT
	Sarah Coe – 2027
	Heather Wynne - 2027
	Douglas Wilkins - 2027
Heath Veterans' Memorial Committee	VACANT

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<i>Five Members</i>	VACANT
	VACANT
	VACANT
	VACANT
Historical Commission	Nina Marshall - 2029
<i>Three to Seven Members</i>	Susan Gruen - 2027
<i>Terms of Three (3) Years Each</i>	Dana Davidson - 2028
	VACANT
	VACANT
Local Emergency Planning Committee	Nicholas Anzuoni – Fire Chief
	John McDonough – Police Chief
	Tyson Howard – Highway Superintendent
	Robyn Provost – Select Board Member
	Timothy Lively – Emergency Management Director
Parks and Recreation Committee	Michael Cucchiara
<i>Three Members</i>	Shahid Jalil
	Robert Dane
	Patricia McGahan
	Sarah Hyde
	Chelsea Jordan-Makely – Ex-Officio
Recycling Committee	VACANT
<i>Four Members</i>	VACANT
	VACANT
	VACANT
Renewable Energy Advisory Committee	Brian DeVriese
	Hilma Sumner
	William Lattrell
	VACANT
	VACANT
Zoning Board of Appeals	VACANT
<i>Five Members</i>	Dena Briggs - 2028
<i>Overlapping Terms of Five (5) Years Each</i>	Alanson Nichols - 2030
	Kenneth Gilbert - 2029
	Alice Wozniak - 2027
Building Use Committee	Alice Lee Thompson
	Lyra Johnson-Fuller
	Rebecca Dorr Sampson
	Maris Findlay
	Amy Webb

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Individual Offices Appointed or Recommended by Entities other than the Select Board as specified in the General Bylaws

<i>Recommended by Library Trustees</i>	
Library Director*	Kathryn Barrows
Assistant Library Director*	Lyra Johnson-Fuller
Library Substitutes*	Molly A. Lane
	Caitlyn Irene Semanie
<i>Appointed by Moderator</i>	
Franklin County Technical School Representative+	Arthur Schwenger - 2026
<i>Recommended by Municipal Light Board (MLB)</i>	
Municipal Light Plant (MLP) Manager*	Bailey Cole
WiredWest Delegate	Bailey Cole
WiredWest Alternate	David Peterson
<i>Appointed by Tree Warden</i>	
Deputy Tree Wardens	Tyson Howard
	Jason Lively
	Jason Boutwell

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TOWN COORDINATOR

TOWN COORDINATOR UPDATES

June 30, 2026

TAX TITLE/TAKING

I spoke with Kris on the phone the other day and we spoke briefly about this. She explained that once someone is delinquent, nothing can be done with tax title/taking for a year. After that, she does what she needs to do, as does Betty, and it gets sent away to land court with our special counsel. She receives periodic updates from special counsel but tries not to ask for updates too often as they charge the Town for each call they receive from us, so she tries to only request updates when she must call for other reasons. For most of the properties that have been delinquent for over a year, she sent out letters on Monday. She explained that she cannot do anything with the Mohawk Estates properties until the Assessors' office updates some information in one of the State databases. She sent a reminder to Alice and will continue to reach out until this is done.

Link to Tax Title/Taking Spreadsheet: [Tax Title Balancesfy25](#)

TAYLOR BROOK ROAD BRIDGE

Tyson informed me that work on the bridge has been completed. I have not yet driven by to see it, but I'm sure it's better than it was!

TRANSFER STATION RULES

Tyson informed Dan of the new holiday closures, including that the Transfer Station will be closed on the 4th of July. The closure should be written on the whiteboard, but I wanted to remind everyone of it.

HEATH SALT SHED RETAINING WALL

The scope of work is posted on the website, Central Register, COMMBUYS, and at both kiosks. Responses are due on July 9, 2026, at 9:00AM. I created a new sub-page off the Town Coordinator page on the website titled "Invitations for Bid" where you'll be able to view any IFBs, IFPs, or SOWs that are open. I'm looking for a better way to post these that would allow me to track a plan holders list if I'm not accepting electronic responses on COMMBUYS.

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TOWN COORDINATOR

COMMUNITY HALL LIFT

I submitted a claim to MIIA and received the damaged part back from Mack Brothers Elevator. They assigned two different adjusters, but only one has done a site inspection, so I have not yet heard whether this will be covered by anything.

CULTURAL FACILITIES GRANT

I finalized the grant agreement a couple of days ago and received the executed contract yesterday. I'll be working with them to see if we can get reimbursement for the restoration piece ahead of installing the storm windows.

GREEN COMMUNITIES GRANT

I have not submitted, or started working on, the final grant narrative as I haven't had time, but I did pay the last invoice and am working with JAMROG to submit for our MassSave incentive money. Depending on how everything goes, I'm going to try and get the narrative submitted next week. The accountants are aware that we will be getting this reimbursement soon.

END OF FISCAL YEAR

I sent out everything for the end of the fiscal year, so I think we're set with that for now, but I'll keep everyone updated. If anyone can think of anything that I should have done, but haven't, please let me know! This is, quite literally, my first rodeo.

These are some things that we haven't talked about in a while that are moving along behind the scenes:

- New printer/copier
- Town email addresses for the Conservation Commission, Planning Board, Zoning Board of Appeals, and Post Office
- Refurbished laptop for Director of Assessing
- New CodeRED contract
- Stipend payouts
- Edited operating budget account names/locations
- Office Assistant starts on July 1st

NO UPDATES

- Number Nine Road

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TOWN COORDINATOR

-
- Roller
 - Route 8A (Jacksonville Stage Road) Over Underwood Brook Culvert/Small Bridge
 - Sawyer Hall Heating System
 - Jacobs Road Municipal Center Sign
 - Boards Clerk Position
 - Deerfield River Watershed Association, Wild & Scenic Initiative