

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
January 5, 2016

**Called to order** at 7:00 p.m. by Sheila Litchfield, with Bill Lattrell, and Brian DeVriese. Also present: see sign in sheet.

**Reviewed Agenda:** Betty Nichols, Tax Collector, 7 p.m. Ken Gilbert, Fire Chief, 8:30 p.m.

**Betty Nichols, Tax Collector:** Betty presented her FY17 budget proposal. Discussed tax collector software. Betty recommends keeping CAMA software. The DOR is dropping support but Community Software Consortium is keeping it going. Roughly 63 communities are still going to use it. Betty feels buying new software is very expensive. A cost comparison was presented for tax collecting software. All companies on list have a bridge that links to Patriot. Betty thinks VADAR, Patriot, and MuniWare look good but wants to give CAMA six months to a year and see where it goes.

**7:17 p.m. Betty Nichols left meeting.**

**Jessica Van Steensburg/Food Assessment Plan for Heath:** Local funds are available through Local Technical Assistance. Heath Agricultural Commission would be the applicant and offer a topic for commission to focus upon. Assistance could include data analysis for farmer's market; mapping/analysis potential site for retail food buying cooperative; community survey; agricultural resource analysis including processing/commercial kitchen space; public outreach. Grant funding is up to \$8,000.

**7:29 p.m. Jessica Van Steensburg left meeting.**

**School Committee:** Read draft letter written by the Heath Elementary School Community (citizen's letter) about changes at local elementary school. District budget analysis is still in progress. Discussed various aspects of the budget and reasons for present budget crisis. School Committee will vote on budget on 2/17/16 or 2/24/16 if more time needed. Budget subcommittee vote will be prior to full school committee vote. Discussed Task Force. Task 1) define goals for Heath; retain Heath identity; cost efficiency; effective utilization of Heath Elementary School Building. Task 2) identify/define evaluate options for educating Heath grades (PK-6); remain at MTRSD; withdraw and join another district; tuition to another school or operate as stand-alone school. Task 3) Identify, define, evaluate options for educating PK-6 beyond 2016-17 school year.

***On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to appoint the following people to serve on the Heath Education Initiative Task Force:***

Gloria Fisher (FinCom)

Bill Lattrell (Select Board) – until April 1, 2016

Kerrie McNay (LEC)

Ken Rocke (School Comm.)

Budge Litchfield (School Comm.)

Deb Porter (Heath Community Member)

First meeting will take place at 8 p.m. on Thursday, Jan. 7 at the Heath School. This will be a public meeting; all welcome. Deb Porter will post agenda.

8:19 Everyone in attendance for meeting with School Committee left meeting.

**Ken Gilbert, Fire Chief and Jeff Simmons:** Discussed service plan and whether it is necessary to renew. Jeff saw no immediacy to move forward, actual arrangement with Colrain Ambulance Service and back-up most important issue. This can be done through MOUs with back-ups for service. Ken will take lead with regard to developing MOUs with back up ambulance service.

Ken reported that the Firefighter's Assoc. has hired a grant writer for replacement of Engine #2. The grant is to assistance to firefighters through FEMA with 5% match required. The grant may also cover new equipment packs. The current supply is outdated. Brian suggested a budget for some new equipment packs each year for next several years. 5% match could come from stabilization.

Discussed the purchase of Epinephrine. The cost is about \$2,000/year. Ken does not see the need given ambulance service is always equipped and close behind. The purchase requires training, registration of department for storage of controlled substance, and a license fee.

**8:55 p.m. Ken Gilbert and Jeff Simmons left meeting. Sheila Litchfield left shortly after at 9:15 p.m.**

**Mail/ Email:**

1. Various documents related to LTA Projects including correspondence with Jessica Van Steensburg on Food Assessment/funding
2. Various school related documents (29 pages)
3. Wayfinding Pilot Project Opportunity – little notice on application for Mass in Motion Pilot Project Application (to encourage increased in-town walking). Heath will not be part of this pilot project.
4. Emails related to Safety Complex project
5. Email from Kris Nartowicz re: borrowing. BOS will need a legal opinion on purchase of land/borrowing.
6. Email from Jennifer Engelson (Hampshire Power).
7. Thank you from Dave Howland for holiday gathering
8. Kudos from Bob Viarengo on status of town's website
9. Email from Sean Cronin, Community Compact. Will reach out re: capital planning through Sean Cronin.
10. Email from Board of Health re: Lisa White
11. Email from Fire Chief re: grants
12. Notice for Public Hearing for bridge replacement (4 pages). Feb. 9, 2016, 7 p.m. for Dell Bridge. Kara will verify what the Town needs to provide for the meeting.
13. Emails re: WiredWest/MBI (draft letter to review) (6 pages)
14. Heath Nurse Monthly Report
15. Justin Lively will begin work on Sawyer Hall Roof in April
16. Email from Town of Charlemont re: lower bridge and upper bridge on Maxwell Road (Police, Fire, and Highway notified)
17. Email from Accountant – IRS Standard Mileage Rate now \$.54/mile. Town policy is to go with IRS rate

**Other Separate Documents:**

18. Minutes for review of 12/8 and 12/15 meetings
19. Draft letter to MBI (need to remove the debt authorization piece or modify it)
20. Various Colonial Power documents (Muni Aggregation)
21. Town Coordinator Report

**DOCUMENTS TO REVIEW:**

- MIIA Nominating Committee Report and Forms

- Personnel Policy suggested change(s). *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to reword section 4.11 of personnel policy.*
- Town Nurse Performance Review
- Estimate for constructing kiosk submitted by Justin Lively. On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve estimate for the construction of an informational kiosk at the Transfer Station in the amount of \$1,250.
- Pricing for thermostats
- FCCIP monthly reports
- Mass in Motion Pilot Project Application. Heath will not be part of this pilot project.

**SIGNED:**

1. Warrants
2. Vacation Requests
3. FRCOG Rental Equipment Contract
4. Estimate for elevator repair
5. Emergency Numbering Notice to Residents
6. \$55,000 note for land purchase

Next meeting scheduled for January 12, 2016 at 7 p.m.

*On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 10:00 p.m.*

Respectfully submitted,

Bill Lattrell  
Select Board Secretary