

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
SAWYER HALL
January 3, 2012

Called to order at 7:03 p.m. by Tom Lively with Brian DeVriese and Sheila Litchfield present. Also present, Town Coordinator, Kara Leistyna

Agenda was reviewed: Removed Finance Committee from appointments - Select Board will meet with them next meeting, Jan. 10, 2012.

Reviewed Minutes: Brian moved to accept minutes of 12/19/11 Select Board meeting as amended. Sheila seconded. Vote was unanimous and motion carried.

Tom requested an update from Planning Board on status of Commercial Wind moratorium. Town Coordinator will contact Planning Board for information.

Because Brian was not present at 12/19/11 meeting, Tom updated him on the discussion regarding the process of payment of bills from reserve fund. Tom will follow up with Tracey.

7:31 p.m. Betty Nichols from Board of Health entered meeting.

Brownfield's Program: Reviewed letter sent to BOS from FRCOG. EPA provides grants to fund the Brownfield's Program in Franklin County. Through the grant, the FRCOG is able to fund environmental site assessment work on eligible properties potentially impacted by hazardous substances, such as heavy metals, asbestos, volatile organic compounds, polynucleararomatic hydrocarbons. The work is conducted by a professional environmental engineering firm under contract with the FRCOG. Discussed Board of Health's recommendation that 3 Ledges Road be submitted for assessment under the Brownfield's Program. Board reviewed draft of letter of request. Tom wants to be sure there is no expense incurred by the Town. Sheila edited letter and Town Coordinator will make changes. Copy to Board of Health and property owner.

Brian moved to approve letter of request to FRCOG as amended. Sheila seconded. Vote was unanimous and motion carried.

Tom also inquired with Betty whether the law states that tax bills have to be mailed before Jan. 1st. Betty responded that if they are not, then the next payment due would be May 1st thereby skipping the Feb. 1st due date and missing that quarterly income to the Town. In an effort to get tax rate set earlier, the Board would like to know if the bills could be sent later. Betty will check the law and report back with information.

7:51 p.m. Betty Nichols left meeting.

Mail/ Email:

1. FYI: Veteran Service Officers (VSO) invited to training to ensure that town's receive the full 75% reimbursement of veterans' benefits expenditures, a variety of processes including applying for alternative sources of benefits which reduces the tax burden on the community. Need to know who serves as VSO for Heath and is it critical that rep attend to ensure reimbursement. Town Coordinator will follow-up.

2. FYI: Notice from MIIA: anyone attending Jan. 20-21 Annual Meeting can earn points through participation in various workshops. Tom will attend.
3. Note from Francis Rauh, Jr. would like info. about complaint letter. Town Coordinator will send copy of letter as requested.
4. Packet with instructions arrived from MEMA regarding Tropical Storm Irene reimbursement. Requires review and signatures. Town Coordinator will complete with Mike Smith.
5. FYI: Verizon bill by department
6. FYI: Results of Highway Water Test. Town Coordinator will ask Tim Lively which tests were ordered.
7. Follow up to questions posed to Accountant. FYI
8. From MIIA: Report of the Nominating Committees for Directors of the MIIA. If interested, they need Heath to designate a voting delegate. Tom was designated delegate by vote. Brian motioned to nominate Tom Lively as Voting Delegate at annual MMA meeting. Sheila seconded. Vote was unanimous with Tom abstaining.
9. FYI: FRCOG has received Local Technical Assistance (LTA) funding from Dept. of Housing and Community Development to fund projects that help municipalities. See letter. Board reviewed LTA Request Form, prioritized list and TC will return to FRCOG.
10. Letter from National Grid. Mike has prepared listing of updated critical facility list and contact info. with my help and returned to National Grid.
11. FRCOG Planning Board needs rep from Heath. Town Coordinator emailed Cal Carr and asked if he or anyone on Planning Board would be interested in serving.
12. Noticed that we have yet to comply with MIIA's Loss Control Dept. Inspection recommendations. Specifically, gutter system above door to boiler room in basement; emergency lighting, fire dept. needing dust and exhaust fume extraction system to apparatus bay; protective bumpers or bollards in front of fire station bay doors; water damaged ceiling tiles in highway garage. Town Coordinator will follow up with Mike regarding highway/fire dept. and ask Steve Crowningshield to look at gutters and get prices for emergency lighting from electrician.

Other Business:

Elevator Contract: Town Coordinator will get contract with help from Town Counsel.

Carpenter Plaque: Town Coordinator will get price for perpetual plaque. Goal is to have it ready for June 2012 graduation.

Add to 'Old Business' Mass Broadband connection to Fire Dept./EOC.

All Boards Meeting: Select Board set a date for March 13, 2012. Town Coordinator will send a 'save the date' to all departments/boards/committees with note that more information will be forthcoming.

Mileage Reimbursement: tabled.

Discussed use of FCSWMD Escrow Account: need to know law regarding spending from account and general understanding of fund.

Reimbursement Policy: Tom made changes and will work further with accountant for finalization.

Discussed maintenance of Public Bulletin Board. Brian motioned that effective February 1, 2012, every first day of the month boards will be cleared of all postings. The public is welcome to post again as needed. Sheila seconded. Vote was unanimous and motion carried.

Town Coordinator will work on Salary Comparison for FY13. Will compare same towns as last year and compare salaries of Franklin County towns with similar average single family tax bills.

Warrants signed. Also signed resignation letter to Seajay Spencer.

Brian moved to adjourn at 9:50 p.m. Sheila seconded. Vote was unanimous.

Next meeting is scheduled for January 10, 2012 at 7 p.m.

Respectfully Submitted,
Kara Leistyna, Town Coordinator