

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
January 26, 2010

Called to order at 7:02 p.m. by Brian De Vriese with Sheila Litchfield present. Also present Town Coordinator Gloria Fisher.

Agenda was reviewed with no changes.

7:05 Treasurer Kris Nartowicz entered the meeting.

Annual Performance Review – Town Treasurer

Annual Performance Review held with Town Treasurer. The job description was reviewed with no changes. The performance review was performed and Kris was commended for doing a good job. Objectives and goals for the coming year were discussed. Since the computer the accountant and treasurer are using is quite old, it was suggested that Kris should add the purchase of a new computer to her budget request.

Tax Taking

Kris discussed the properties in town that are severely behind in property taxes and the liens that have been placed on some of them. Kris noted that if the town took condemned property for back taxes the town would be liable for tearing down any buildings on that property. Also discussed the problems of properties with many owners that are difficult to contact. Kris will send a letter to the town's tax title lawyer.

7:29 Kris left the meeting.

7:30 Planning Board members Bob Viarengo and Doug Mason entered the meeting.

Bob and Doug discussed next week's meeting with the BOS and the Planning Board's intention to meet with all town boards separately with regard to Smart Growth Planning. Discussed doing a presentation at the February 9 All Boards Meeting.

7:35 Bob and Doug left the meeting.

Mail

- Memo from Kopelman and Paige re: Open Meeting Law changes to take effect on July 1, 2010. New procedures include requirements for keeping minutes and meeting records and the enforcement authority of the Attorney General. Significant changes in the Open Meeting Law include Definitions, Notice of Meetings, Remote Participation, Public Recording, and Executive Sessions. You have a copy of these memos in your folders. The Town Coordinator will speak with the Town Clerk about the changes and will put together a summarized, bulleted list of the changes.

7:40 Police Chief Margo Newton entered the meeting.

Margo discussed with the Board how confiscated guns are catalogued and stored in Heath and how records are kept.

7:42 Margo left the meeting and Bill Gran entered the meeting.

Siemens Energy Performance Investment Audit Contract

The contract was reviewed. Bill noted that the requested changes were made by Siemens and explained that the audit will take approximately two months. Discussed the audit process. Brian moved to sign the contract with Siemens for an Investment Grade Audit. Sheila seconded. The motion passed and two copies of the

contract were signed. Bill noted that he hopes to get a warrant article submitted for town meeting vote by early April.

7:50 Bill left the meeting.

Mail continued

- Memo from Kopelman and Paige re: Regionalization of Municipal Services. The memo explains various options available to municipalities to regionalize services under existing statutes, special acts, and cooperative efforts. Options include Intermunicipal Agreements, Regional Districts under the General Laws and by Special Act, and Joint Purchasing and Procurements.
- Memo from Kopelman and Paige re: Update on Green Communities Programs. The memo highlights and provides an update on two programs – the Green Communities Grant Program and Technical Assistance for Energy Management Services Contracting.
- Received the Executive Director's Report and the Program Director's Report from the Franklin County Solid Waste Management District (FCSWMD). The July-December 2009 MRF Revenue for Heath is \$777.71.
- E-mail from Jan Ameen, Executive Director, FCSWMD regarding FY 2011 assessments. At meeting held last week, the FCSWMD Board was one vote shy of a quorum so the proposed budget could not be voted on. However, the Executive Director is confident that the budget will pass and included Heath's assessment for FY 2011 of \$1,962, a \$32 (1.6%) increase from FY 2010.
- Notice from Mohawk of a Mohawk Municipal Advisory Committee meeting on Thursday, February 4, at 6:30 p.m. The January 20 meeting was cancelled.
- E-mail from Bob Viarengo, Planning Board, informing the Board that Linda Dunlavy, executive director, FRCOG, will be notifying the Board that funding for a Smart Growth study is available from the state Direct Local Technical Assistance Program. The BOS has to send a letter asking for the assistance. The Planning Board will draft a letter for the Board.
- E-mail from Gretchen Johnson, FRCOG, notifying the Conservation Commission and the ZBA of meeting on Thursday, January 29, at 7 p.m. On the agenda is a discussion on the Wind Siting Energy Reform Act.
- E-mail from Andrea Woods asking whether the towns would like the FRCOG to go out to bid for a group purchase of a services contract with a professional utility appraiser to help the town value utility owned property. The FRCOG has money to support the bidding process so it will not cost the towns any money. When the bids come in, the towns can accept their town's bid or not. Andrea would like to know of the town's interest no later than February 1. The Town Coordinator talked to the Assessor's Chair about this and she thought it was a good idea. After discussion, the Board decided that Heath should be included in the bid process. The Town Coordinator will inform Andrea of the Board's decision.
- Received the 2010 Unsung Heroines of Massachusetts Nomination Form. All nominations must be received by February 26.

Town Coordinator Report

The Town Coordinator reported that:

- **Website** – The hope is to have the new website go live this weekend.
- **Sand and Salt Reports** – The Town Coordinator has completed the town comparisons of sand and salt use, the highway dept. expenses for FY 06-09, and Heath's sand and salt usage comparisons from FY 05-FY 10.

- **Insurance Meeting** –She attended a Hampshire Group Insurance Trust meeting in Hatfield on January 16. Rates will increase 5.9% for FY 2011.
- **Franklin County Solid Waste Management District** – She attended the FCSWMD meeting held last Thursday to approve the FY 2011 budget. Unfortunately the FCSWMD Board was one vote shy of a quorum so the proposed budget could not be voted on. However, the Executive Director is confident that the budget will pass and included Heath’s assessment for FY 2011 of \$1,962, a \$32 (1.6%) increase from FY 2010. If Leverett votes to join the District and 2/3 of the member towns vote to allow it, Heath’s assessment will be approximately \$25 less than this year.
- **PO Debit/Credit Machine** – Post Office Manager Charlene followed up on this and found out that the USPS doesn’t think it is worth the expense for Heath. Since Heath is a CPO, the town would have to buy the machine and pay the associated fees. In addition, Heath would have to have a cash fund to turn credit/debit purchases into cash to be deposited each day to the USPS.
- **Furnaces** – The boiler in the Community Hall had a malfunction in its blower which set off the fire alarm. The Heath FD responded and helped clear the smoke out of the building. The blower has been repaired. Yesterday, the furnace in Sawyer Hall needed to be repaired because it was not functioning.
- **Ambulance Meeting** – Tim Lively is attending tonight’s ambulance purchasing meeting in Charlemont.
- **Filing and Organizing** – is progressing, slowly.

Old Business

- Animal Inspector – discussed rabid raccoon reported on W. Main St.
- Community Hall Internet – Discussed the Town Nurse needing a phone/answering machine. Also discussed wireless service to the Community Hall and the need to purchase two or three net books to be used by the Senior Center. Discussed ways in which the purchase of computers could be funded.
- H1N1 – although there are no more clinics scheduled, the Town Nurse has the vaccine available for anyone who wants a flu shot.
- All Board Meeting – Reviewed the draft agenda and made revisions. Discussed and decided to hold the meeting in the Senior Center. Sheila and Gloria will make dessert. The Board will meet at Sawyer Hall after the All Boards meeting for their weekly BOS meeting.
- Community Hall Use –discussed proposed revisions for use by profit-making groups. Discussed whether or not people should ask for donations when using the hall for community purposes.

Discussed the firefighters plaque and the recent Fire Association dinner.

Documents Signed – warrants and a building permit were signed.

Minutes

Brian moved to approve the minutes of the January 12 meeting as submitted. Sheila seconded. The motion passed.

Brian moved to adjourn. Sheila seconded. The motion passed.

Next meeting is scheduled for February 1, at 7:00 p.m. at Sawyer Hall.

Adjourned 9:35 p.m.

Respectfully Submitted,

Gloria Fisher
Town Coordinator