

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
February 8, 2011

Called to order at 7:07 p.m. by Tom Lively with Brian DeVriese and Sheila Litchfield present. Also present Finance Committee members Don Freeman, Ned Wolf and Jan Carr, Town Coordinator, Jenna Day and Tax Collector, Betty Nichols.

Betty Nichols presented her budget requests for Fiscal Year 2012. Her budget is level funded. The group discussed her concerns about getting the tax rate set too late to run a test printing of the bills and possibly too late to meet the April 1 deadline for mailing the fourth quarter tax bills. Jenna will check with the Assessors on the scheduling of their state and subcontractor reviews. The Selectboard decided to not perform her Annual Review due to time constraints and will reschedule.

While discussing the tax rate, Tom stated that the Stabilization account was used in the past for Capital improvements and he would like to see some of the Free Cash used to build up this account instead of buying down the tax rate. Historically the town has moved \$25,000 to Stabilization every year. It needs to be built back up to provide funding for Capital projects. As of today it has a balance of 87,737.19.

7:30 p.m. Betty Nichols left and Becky Allen, chair of the Board of Health arrived for her budget review. Eileen Tougas and Dolly Churchill arrived for their 8:00 p.m. appointment.

The Board of Health proposed budget for Fiscal Year 2012 was reviewed. The Health Agent line is increased from last year. Becky will negotiate with the Franklin Regional Council of Governments about reducing this assessment as the Board of Health is expecting a reduction in the Health Agents' hours.

The line item for Reverse 911 services was discussed. A MEMA grant will reimburse for this service for the first year and the provider, Code Red, requires a three year contract for \$1,500 each year. The Board of Health is writing a policy to explain the circumstances in which this service would be used.

8:00pm Becky Allen left the meeting.

The Senior Center budget was reviewed. Eileen requested that the budget remain level funded. They use Council on Aging (COA) funds for most purchases, but the budget line is needed in case the COA grant ever disappears or if they need to replace a large piece of equipment.

The Selectboard acknowledged that a stipend should have been established, for the Senior Center Coordinator, as compensation for all the work required to run the Senior Center. Eileen's dedication to the Senior Center was acknowledged. Brian made a motion to establish a stipend for the Senior Center Coordinator for Fiscal Year 2012 at \$500.00. Sheila seconded. The vote was unanimous. Motion carried.

The meeting moved to discussion of the Community Hall. Eileen had bids on items for repair last budget year that did not get accomplished. The Community Hall Committee would like to see electrical work done to the upstairs space. Specifically 8 duplex receptacles, 9 ceiling lights on dimmer switches, tow ceiling fans with speed controls and stage lighting rewired. Brian will get specifications on recommended lighting.

Community Hall Storage issues were discussed. The Selectboard is in agreement that storage space is needed for the Community Hall and the town offices. They see this as a town wide project.

Two amendments were added to the Community Hall policy use.

Brian made a motion to approve the amendments to the Community Hall Policy Use for the addition of an instruction sheet for use of the kitchen and an after use checklist for the kitchen. Sheila seconded. The vote was unanimous. Motion carried.

Brian made a motion to change the headings on the forms from Senior Center kitchen use to Community Hall kitchen on both forms. All changes effective February 8, 2011. Sheila seconded. The vote was unanimous. Motion carried.

The Selectboard also reviewed changes to the fee structure: there is a proposed reduction in the rate for private parties for Heath residents from \$50 to \$25 per event. Brian made a motion to approve the amendments to the Community Hall Policy Use for a new Heath Private party designation and \$25 use rate. Sheila seconded. The vote was unanimous. Motion carried.

Dolly Churchill and Eileen Tougas left the meeting at 8:45pm.

The mail and email were reviewed.

The Selectboard received the Assessment for Fiscal year 2012 from the Franklin County Retirement System. This figure is approximately \$6,200 higher than last year.

The Highway Superintendent emailed that a temporary winter help driver was in an accident with a town plow truck: the plow was broken, the frame is bowed.

Brian made a motion to adjourn open meeting and enter into executive session for reason number six (to consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body); to invite the Finance Committee and to return to open meeting. Roll call vote: Tom, Aye; Sheila, Aye. The motion passed unanimously. Executive session was convened at 9:27p.m.

10:06p.m. The Selectboard meeting returned to open session. Jan Carr, Don Freeman and Ned Wolf left the meeting.

The Selectboard continued to review mail and email. The Fire Chief requested permission to speak with town counsel before his disposition. Jenna will convey the Selectboard's consent to the Fire Chief.

Alli Thane Stetson mailed a letter of resignation to the Selectboard for her work as an election worker and a Senior Meals Volunteer. Brian made a motion to accept her resignation with regrets. Sheila seconded. The vote was unanimous. Motion carried.

The Selectboard reviewed a request for nominations for an Unsung Heroine from Heath. Jenna to report their choice to the selection committee.

Warrants were signed.

10:30 Brian made a motion to adjourn. Sheila seconded. The vote was unanimous. Motion carried.

Respectfully Submitted,
Jenna Day, Town Coordinator