

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
February 15, 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; Town Accountant Tracey Baronas; Heath Local Education Committee (LEC) members Lorena Loubsky-Lonergan and Bob Gruen.

The agenda was reviewed and a meeting with the LEC was added.

Tracey Baronas presented her budget requests for Fiscal Year 2012. Her budget was level funded except for support for year-end closing. She spent over her budget this year due to assistance from Dale Kowacki with the landfill mitigation program accounting from Special Town Meeting. She will overspend this line by \$300 and requested that increase for FY2012. The Selectboard approved the line for \$450, the original FY2011 amount. Budgeting for an audit was discussed. The Accountant and Treasurer balance their account regularly, but she strongly recommends that an audit be included in the near future.

The Selectboard performed the review of the Accountant and made 2 changes to the job description having to do with the timing of reports. The Selectboard performed her annual job review and were very pleased with her work.

The group discussed the Franklin Solid Waste Management District's fund for Heath's escrow for income derived from recycling materials. Tracey conveyed that the Department of Revenue believes that all revenue should reside in the General Fund. Jan Ameen is researching this topic. Heath is not the only town to ask for a review of the laws that created this accounting.

Tracey requested a July 12, 2011 Selectboard meeting with the Finance Committee to process bills for the end of the year. All department heads will need to be reminded in advance.

The Veterans Affairs account was discussed. This account will be overdrawn soon. She asked the Finance Committee to consider a special funds transfer to cover the payments until Annual Town Meeting. The group discussed a Fire Department account that may be overspent as well – no action was taken.

7:37 p.m. Val Kaempfer and Dick Gallup of the Assessors arrived. Tracey Baronas and Bob Gruen left.

The Assessors budget was reviewed. They had new information on a GIS overlay to be included in the mapping line item. They will receive a new physical map as well as maps electronically. Procurement details were discussed as the Assessors had entered into a 4 year contract. Val will get in touch with the vendor to explain that the town cannot enter into 4 year contracts: 3 years is the maximum and the Selectboard will need to sign the contract.

8:00 p.m. Tracey Baronas, Val Kaempfer and Dick Gallup left. Don Purington and Deb Porter arrived.

The Library budget was reviewed. Don explained the mandatory 3% increase required by the state for library budget funding. He further explained that he never budgets for the dog licenses and how this could affect the operating account which is the line item Don used to account for the state law. The state library grant is used to buy books or other circulation materials.

8:25 p.m. Don Purington and Deb Porter left. Tim Lively, Emergency Management Director arrived.

The group reviewed the Emergency Management budget. The Selectboard had previously approved of an alternate E.M. Director to be added. Tim has no job description in mind. Sheila will work with Tim on this document. The position should meet a minimum of a couple of times a year with the Director. The alternate would update the ESEMP and COOP plans. There is little required of the alternate unless there is an emergency. \$100 was recommended as the stipend for this position.

Tim brought the Massachusetts Emergency Management Agency (MEMA) contract for the Selectboard to sign. Brian made a motion to approve and sign a contract with the Commonwealth of Massachusetts for \$2,000.00 for the Emergency Management Performance Grant. Sheila seconded. The vote was unanimous. Motion carried Jenna handed out the MEMA mutual aid letter for all to read.

8:45 p.m. Tim Lively left the meeting. Bob Gruen rejoined.

Lorena Loubsky-Lonergan presented on the cost-per-pupil for Heath as it was presented at a Mohawk Regional School District budget meeting. She feels that Heath's numbers were skewed. She heard that the town clerk's computer was down at the time the district requested the numbers and per Lorena's calculations there were two 4-year olds and seven 3-year olds missing from the projections for next fall's preschool class. It is her understanding that these numbers were being used to determine the budgets and teachers needed. The Mohawk budget subcommittee did not review an educational budget, but one based on a cost per pupil calculation. The selectboard agreed to attend the Mohawk School Committee's public hearing and to bring up this issue at that time.

9:25 p.m. Lorena Loubsky-Lonergan and Bob Gruen left the meeting.

The Selectboard discussed which of them would attend the meeting the next night of the Mohawk Regional School District Budget hearing.

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 9:30p.m.

10:15p.m. The Selectboard meeting returned to open session. The Finance Committee reported that they will meet next week and make a decision on Mike Smith's request for transfer from the Reserve Fund.

Don Freeman asked to be removed from his appointment to the Franklin Regional Council of Governments' (FRCOG) Planning Board. Brian made a motion to rescind the appointment of Don Freeman from the FRCOG Planning Board and to appoint Bob Viarengo. Sheila seconded. The vote was unanimous. Motion carried.

Jan Carr made a presentation to the Selectboard to join other towns in signing a letter to Entergy based at Vermont Yankee regarding various requirements that they will be asked to follow during the decommissioning of the nuclear plant. The Selectboard was disinclined to sign the letter as they questioned how this would affect Heath. They can see no way the actions of Entergy as described in the letter would affect Heath.

10:40 p.m. Jan Carr, Don Freeman and Ned Wolf left the meeting.

The office copy of the Community Hall Use form was signed by the Selectboard.

Alli Stetson- Thane's letter of acceptance of her resignations with regrets, from the Community Hall Committee and as Voter registra, was signed.

Warrants were signed.

10:55 Brian made a motion to adjourn. Sheila seconded. The vote was unanimous. Motion carried.

Respectfully Submitted,  
Jenna Day, Town Coordinator