MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
February 11, 2014

Called to order at 7:12 p.m. by Sheila Litchfield with Bill Lattrell, and Kara Leistyna, Town Coordinator present. Also present: Various members from Boards and Committees of Town of Heath.

Reviewed Agenda: No changes.

Sheila opened the All Boards Meeting and stated the purpose of the meeting. She shared that this gathering is an opportunity for committees and boards to share a summary of their work. The meeting also serves as a venue for Board of Selectmen to hear how they can offer support. Sheila reviewed the important upcoming dates for town business. A generous thank you was extended to everyone for their service to the Town of Heath.

Sheila reminded everyone that Annual Town Meeting will be held on May 10th and to please talk with Selectmen to discuss any warrant articles or budgetary concerns that need to be addressed. Sheila also read the list of openings for elected offices and to remind people to file nomination papers. Also, a Special Town Meeting will be held on March 11th at 7 p.m. and nomination signature papers can be completed at that time.

Financial Audit: Sheila informed everyone about the recent financial audit that was recommended and necessary due to MEMA/FEMA assistance for storm/weather emergencies. A list of recommendations was imparted by the auditor and two important items to share is procurement in emergency situations and financial management recommendations.

Committee/Board Summaries:

Agricultural Commission: Cal Carr shared that no meetings had been held so nothing to report.
Assessors: No one present.
Board of Health: Rebecca Allen stated that the Board of Health this year has been very busy. They have adopted a new porta-potty policy. A $25 permit will be issued for any use beyond two weeks. Rebecca welcomed a new member, Charlie Cornish. A public hearing will be held in April to address trailer permitting. New regulations will include a change in term – Temporary Occupancy will be used rather than Camper/Trailer to include every temporary occupancy situation not just camper/trailers. All will be under one umbrella. Perc regulations were recently changed. Any new construction was historically addressed between April and June. Now it will be all year with Conservation Commission approval.
Claire Rabbitt – Town Nurse: Organized a flu clinic and has administered 64 doses so far. Still receiving free vaccine from State. There are new regulations on refrigeration. Claire can use some of the $900 in the revolving fund to purchase a new refrigerator thermometer to be in compliance. Office hours remain Tuesdays and Thursdays and Claire continues to hold Osteoporosis prevention exercise classes. All information is on website.
Cemetery Commission: Eric Sumner stepped up to share the Commission's recent work with the North Heath Cemetery Corp. and options for the Town to take responsibility for mowing/maintenance. Also, the Commission is researching guidelines on green burials in Heath cemeteries. Eventually, this issue will be brought to Annual Town Meeting but probably not this year. Workbees continue to be organized by the Graveyard Guild in an effort to restore/repair headstones.
Bob Viarengo offered additional information on **Graveyard Guild** activities. This year they will focus on the many deteriorating stones in South Cemetery. He put out a call for volunteers to help with this effort. Training will be provided.

Community Hall Committee: No one present.
Conservation Commission: Bill Lattrell, who serves as consultant shared that the Commission meets as needed. They have worked on three RFDs and numerous building permits and perc tests. As we heard, perc tests will take place throughout the summer so more spread out due to new schedule. A member is needed currently to fulfill the membership.
Council on Aging: Kara read report submitted by Val Kaempfer, Chair. The report outlined the changes to meal program in 2013 introducing a home cooked meal once per month. This has been very popular and increased the attendance 50%. The Council is appreciative of the Town's support of the meal program and the budget put in place to help facilitate this program. That coupled with the Elder Affairs Formula Grant has made it possible to serve a healthy and delicious meal. Money from the grant has also been given to the Heath Free Public Library and the Town Nurse.
Heath Cultural Council: Kara shared that the Cultural Council met in the fall and reviewed 29 applications. 19 projects were fully or partially funded with a total of $4,250 in allocation from the State. The Council plans to distribute a survey at the Annual Town Meeting to collect ideas and suggestions for kinds of projects that residents would like to see funded next year. Bob Gruen, a member of the Council, is working with the Seniors in trying to see what type of programs they would like to have available. Eileen Lively, the new Sr. Center Coordinator is going to collaborate and come up with some ideas for programming as well.
Finance Committee: Don Freeman, Chair, shared with the group that the State certified Heath's free cash in the amount of approximately $185,000. This was way above the Finance Committee's estimate for FY14. They believe it's due to underspending by departments, Tax Taking income and FEMA reimbursements from Storm Irene. They are not sure at this time what to recommend to voters but perhaps $100,000 more into stabilization and $50,000 to reduce tax rate. The rate for FY14 is 19.12, down from 20.04 for FY13. Although we see these slight gains, there are some expenses in the near future that the Town has to tackle such as increased school assessment (up $54,000); improvements to the transfer station that are critical; maintenance and capital costs at Heath school, etc. The Committee is also working on a review of all stipend positions. Don welcomed new members Gloria Fisher and Kathryn Inman who replaced Jan Carr and David Gott and a special Valentine to Town Coordinator, Kara Leistyna.
Heath Telecom: Al Canali, Manager and Delegate to WiredWest noted that in less than three years from inception of idea, the MA Broadband initiative (MBI) has completed most of the planning needed for a regional fiber-optic network and the remaining focus will be on financing. WiredWest is a 42 town cooperative and is working with MBI in an effort to get high speed fiber optic internet access to residents – referred to as the third mile. The second mile is access to CAIs (Community Anchor Institutions) such as Heath's library, town hall, senior center and elementary school. Al shared about a $40 million bill in the legislature and additional federal, state, and local funding sources are needed to get this third mile goal realized. WiredWest is working to access loans through the Federal Communications Commission under Phase II of the Connect America Fund. This phase may have funds available to municipal cooperatives. Town participation is also being considered. Meetings are going to be held for feedback. A meeting will be held on March 19 at Academy at Charlemont, 7 p.m.
Library Trustees: No one present.
Municipal Complex Committee: Bob Bourke told the group that Andrea Woods, Procurement Officer at FRCOG, was hired to prepare RFQ paperwork to send out to prospective bidders to conduct a feasibility study. Six responses have been received and an informational meeting was held for them to ask questions. The committee has visited two sites that are in town for possible location of new building. The six proposals were evaluated and by vote, Reinhardt Associates, Inc. was chosen. They have a long track record including the Plainfield Fire Dept. building. They have excellent references and are experienced in municipal complex planning. A timeline will be written and presented at Annual Town Meeting with options presented. An informational meeting may be offered prior to Annual Town Meeting as well.
Parks and Recreation Committee: Bob Bourke shared that the committee has focused on the existing playground area in the center of town. They have discussed cutting brush behind Community Hall to open up area for playing. They will work with Conservation Commission to be sure no sensitive areas are

disturbed. They would also like to move the dedication plaque for better viewing. Because this committee has no funding, it depends on donations. A suggestion to revive the ski races and other fundraising events was made by Bob Viarengo.

Planning Board: Cal Carr shared that the Board has made progress on housekeeping items with zoning in Mohawk Estates. Also Wireless Broadband and Wind/Solar bylaws. Cal offered thanks to members and to members of the Renewable Energy Advisory Committee. Heath is one of two towns in Massachusetts that has banned commercial wind. The Board met with Seaboard Solar but this venture did not work out because Seaboard Solar wanted the Town to change bylaws that were recently passed. Will be working on Biomass, Green Communities Initiative and other issues in the next year.

Recycling Committee: Jeff Simmons was present but they have not met so nothing to report. Al Canali expressed interest in joining this committee. The Select Board shared that important repairs are upcoming for transfer station recycling area. A goal is to repair what we have and improve the recycling efforts in the process.

Renewable Energy Advisory Committee: No one present.

School Committee: Andy Draxler summarized the work of the committee including Heath's rating as a Level One school – Heath is the only school in the District at a Level One as a result of testing performance. New Core Curriculum has been introduced. Trainings will be provided during early release days. Report card grades will be pass/fail rather than letter grades. Andy also touched on the school walk through that occurred in December. He is a member of the MTRSD Building sub-committee whose goal is to assess capital/maintenance needs of each school in district. There were many folks in attendance for the Heath tour – the largest group of all the school tours. The result of the tours is to compile two lists (capital needs and maintenance needs) and create a phased plan. Phase I (first 5 years) is $88,000 and the second Phase includes roof repairs in the amount of $125,000 of which MBSA covers 60%. All these issues will be explained at Annual Town Meeting and will mean for taxpayers that the town will have to save $18,000 annually for Phase I and roughly $20,000 annually for Phase II. All documents are available on the MTRSD website. Costs are negotiable whether capital vs. maintenance. A public hearing and vote is coming up in the next few weeks. Bob Gruen added that they are trying to keep costs low (below 2 ½ %) – some costs are unavoidable such as the transportation increase. Budget is not yet finalized. He added that because Rowe is no longer part of the District, costs are divided by two rather than three.

Tech School: Art Schwenger, representative for Heath informed the group that the Franklin County Technical School continues to do well and progress. They have been designated a Level Two from a Level Three with a goal of Level One. They have had changes in curriculum and the machine shop has been revamped with state of the art equipment. Budget is not yet finalized but he thinks a 5.4% increase is expected. Assessment is based on number of students from Heath. Four students were enrolled in 2013; two in 2012; seven in 2011; and five in 2010. The building is approximately 40 years old and will need repairs in a few years; possibly a roof. Several options have been pondered including a full replacement, repairs or patching of problem areas. Students do help with maintenance and energy improvements have been made resulting in better savings than anticipated and these savings are passed onto towns.

Long Range Planning: Sheila shared that this committee has been set up as an advisory to the School Committee. It is comprised of Selectmen from each town and is an excellent venue for collaboration. They next meet in Heath on Feb. 27 at the Community Hall.

Heath Veteran's Memorial Committee: Bob Bourke, who serves as co-chair with Dave Howland, reported that they are researching veterans and compiling a list of those who mustered out of Heath. A unified memorial is planned and the committee would like to propose a functional/interactive type memorial rather than a static version e.g. a gazebo. They would like to enlist the help from Tech School students and/or Conway Landscape students. Several area memorials have been visited and they are making progress towards a proposal that will be presented at Annual Town Meeting.

Zoning Board of Appeals: No one present.

Nuts and Bolts: Bill Lattrell reviewed Opening Meeting requirements and went over critical points to remember about posting, minutes, communication. He read the Town Clerk's letter to All Boards/Committees.

Wrap Up: Sheila ended with a thank you to everyone and a reminder that Annual Reports are due on 2/28/14.

9:03 p.m. Board and Committee members left meeting.

Mail/ Email:

1. Emails from Mike Smith regarding Account Issues/equipment breakdowns
2. Email from Judy Willis on Proposed FY15 Mohawk Budget Narrative
3. Email from Doug Wilkins – suggestion to have candidates night after STM

Other Business:

1. Special Town Meeting Warrant: Reviewed draft. Discussed other options for March 11 such as special presentation after meeting, candidate's evening and/or potluck dessert.
2. Feasibility Study: ***On a motion by Bill Lattrell and seconded by Sheila Litchfield, the Board voted unanimously to agree with the Municipal Complex Committee's recommendation to choose Reinhardt Associates, Inc. to perform feasibility study and they authorize payment from Feasibility Study for Municipal Complex account in the amount of $18,000.***

Town Coordinator Report:

1. Kara will ask Margo for an update on status of Assessor deed project – what has been done and what are next steps.
2. Discussed Annual Report dedication. Will discuss at future meeting.
3. Bob Schultz expressed interest in joining the Historical Commission. ***On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to appoint Bob Schultz to the Historical Commission effectively immediately.***

Signed:

1. Vacation Request

On a motion by Bill Lattrell and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 9:50 p.m.

Next meeting scheduled for February 18, 2014 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator