

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
SAWYER HALL  
February 21, 2012

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

**Agenda was reviewed:** Board of Health Budget Hearing added to appointments, 7:30 p.m. All Boards Meeting and

**Reviewed Minutes:** Sheila motioned to accept minutes of 02/14/12 Select Board meeting as amended. Brian seconded. Vote was unanimous and motion carried.

**7:15 p.m. Rebecca Allen, Board of Health Chair, entered meeting.**

**7:20 p.m. Board of Health Agent Discussion:** Becky reported that the Board of Health is not looking to renew the FRCOG Health Agent contract for FY13. They would like to use Greenfield Public Health Dept. as a back-up instead. Greenfield has two health agents and possibly a third, part-time agent. Becky has reviewed all the programs with Greenfield and feels that this partnership will help in case a Heath Board of Health member is out due to illness, vacation, etc. Greenfield charges a flat fee for phone consultations based on quarter hour increments at \$45/hour. Inspection charges are based on half hour increments at \$60/hour. FRCOG requires 90 days notice to cancel contract. Becky presented letter of non-renewal to FRCOG stating that Health Agent services will no longer be needed after the current contract period ending 6/30/12. Select Board signed letter.

**7:31 Finance Committee members Don Freeman, Dave Gott, Jeff Simmons and Ned Wolf entered meeting.**

**Joint Budget Planning Meeting (BOS and FinCom):** Meeting chaired by Finance Committee Chairman, Don Freeman.

**Board of Health Budget Hearing:** Don began asking BOH about their request for raises. Sheila confirmed that raises are done together for all Town employees. Stipends require a separate discussion. All increases in pay will be considered after budget hearings have been completed. A revolving account for Board of Health was discussed. The Board of Health would like to either increase the level of their current account or create a second account specifically for camper/trailer fees. The reason is that the camper/trailer inspection process takes two years. The permit renewals are sent out every other year. Because it's a two year process, they would like the money from permits to be carried over into the second year to cover the cost of inspections. Their first choice is to raise the amount of the existing account to \$5,000. If that cannot be done, Becky agrees that a second account would solve the problem. Don agreed to seek answers from accountant. Discussed health agent and expense accounts. Becky would like to keep expense account at \$2,100 to cover upcoming trainings.

**8:00 p.m. Betty Nichols entered meeting and Becky Allen and Finance Committee left.**

**8:03 p.m. Tax Collector Performance Review**

**8:30 p.m. Betty left meeting and Charlene Reynolds entered.**

**8:30 p.m. Post Office Manager Performance Review**

**9:05 p.m. Charlene left meeting.**

**Mail/ Email:**

1. Note from Andrea Woods at FRCOG regarding Cooperative Bids for #2 fuel oil, gasoline, and diesel fuel from July 12 thru June 30, 2013.
2. Note from Steering Committee for Franklin Conservation District asking for support letters be sent. Kara will prepare letters to be sent.
3. 2012 Hampshire & Franklin Municipal Conference Notice, March 31, 2012 in Northampton, 8 am.
4. FRCOG Budget Advisory Notice
5. Letter from Jan Ameen, FCSWMD regarding hauling contracts and prevailing wage issue. Kara will ask if this issue will affect the budget line item for FY13.
6. General Revenue Report

**Other Business:** Discussed **All Boards Meeting**. Kara will draft an invitation and include all Committee/Board members and call Camille Freeman to order baked goods.

**Board of Selectmen Budget Review:** Board reviewed their budget for FY13. Kara will add comment on legal fees explaining increase. Reviewed Special Projects for next year which include Municipal and Safety Complex Committee Feasibility Study (Brian will report back with a number), EOC roof, Exterior Paint for Sawyer and Community Hall, Salt Shed Temporary Repairs, Community Hall Shed, Sawyer Hall Carpet. Discussed balance in Dump Closing Account. Kara will check with Charlemont to see if there are any outstanding bills.

Kara will add **Pay As You Throw** to next agenda.

Warrants signed. Also signed Request for Leave form.

Brian moved to adjourn at 10:10 p.m. Sheila seconded. Vote was unanimous.

**Next meeting is scheduled for February 28, 2012 at 7 p.m. (Following Special Town Meeting)**

Respectfully Submitted,  
Kara Leistyna, Town Coordinator