

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
March 10, 2015

**Called to order** at 7:00 p.m by Sheila Litchfield, with Bill Lattrell, and Kara Leistyna, Town Coordinator present.

**Reviewed Agenda:** Add to Other Business: Personnel Bylaws.

**Reviewed Minutes:** *On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to approve the minutes of 2/17/15 Select Board meeting as amended.*

*On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to approve the minutes of 2/24/15 Select Board meeting as written.*

Minutes of 2/23/15 will be reviewed next meeting.

**Mail/ Email:**

1. Email from Tracey to Mike re: MM account and balance
2. Email from Jan Ameen re: FY16 Hauling Bids.
3. Update on water situation at Highway garage
4. Email that was sent to MBI with Premise Map results
5. Email from Mark Smith. He's coming to test some equipment to make the WiFi signal stronger at Community Hall.
6. Invitation to join Cooperative Elevator bid, cost is \$100
7. Nomination for Inspector of Animals
8. CC'd letter from FCCIP re: John Doherty
9. Letter from Dave Howland re: Assessing Practices
10. Email to Peg Dean, new administrator in Charlemont
11. Hearing notice for R. Woodard
12. MMA Gov. Baker 2016 Budget Proposal news
13. Heath Nurse report
14. Offices up for election this year
15. Email from MBI with suggested warrant language and timeline

**Other Separate Documents:**

16. Town Coordinator Report
17. FY16 Budget Spreadsheet
18. Heath Vehicle Use Policy
19. Draft for review Project Survey Form
20. K&P WW Communications cooperative: Bylaws and Agreement Summary
21. Accountant's Cash Reconciliation

**7:19 p.m. Mike Smith, Highway Supt. entered meeting. Finance Committee members Gloria Fisher, Jeff Simmons, and Ned Wolf arrived as well.**

**Highway Dept. FY16 Budget Hearing Continued from 2/17/15:**

- Machinery/Maintenance: Current balance is \$1,228 until June 30. This is not a winter account and therefore cannot be overspent. Mike shared that the 2005 International truck has had a recent

repair, roughly \$5,000 but no invoice yet. The grader has had repairs as well, roughly 4,800. Has a broken head bolt due to age. Caused a leak. Head re-machined.

- Other vehicle needs: Two oil plans are malfunctioning, roughly \$2,000 each.
- As vehicles age, more maintenance/repairs needed.
- Discussed planning and having a pro-active maintenance plan rather than a reactive plan.
- Another STM may be needed to pay for the new repair expenses – tentatively scheduled for April 14, 2015. Also, Mike feels his maintenance/utilities budget line may be exhausted due to frozen pipe situation at garage. Mike asked to approach the Board prior to end of March to confirm whether STM necessary or can wait till May 9.
- Studied analysis of machinery/maintenance account over ten year period. Discussed different ways to afford maintenance expenses. The graph shows heavy expenses during heavy snowfall years.
- Looked at Highway budget. Added \$10,000 to machinery/maintenance account for FY16.
- Created new line item in the amount of \$20,000 for preventive maintenance.
- Compactor Project: Discussed need for more funds to complete project. Mike, Jan Ameen, and Dan Hall from Mass. DEP met in the fall to assess needs. Brian was asked to create a map of site. Need to determine what costs are needed. Compactor paid for and waiting at Tom Maguire's. Kara will gather information on the project and what is still needed to complete it. Tabled till further discussion.
- Level funded FY16 Fire Dept. budget.

**7:55 p.m. Ken Roche entered meeting.**

**8:10 p.m. Mike Smith left meeting and Budge Litchfield entered shortly after.**

#### **Continued Budget Planning Meeting:**

- Board updated Finance Committee on proposed Assistant Assessor position and reasons for change. Grading/Classification of job position is still in process; no budget numbers yet.

**School Committee:** Budge distributed an overview of articles coming before ATM. This same information will be printed in the next Heath Herald issue (out beginning of April). Budge explained issues coming before ATM voters and that Heath's annual assessment decreased 1% even though overall the budget has increased by 5.7%. He shared that the District is proposing to offer pre-school to all children aged 3-4, for five days per week at each elementary school in the district. Mornings would be free and afternoon sessions would have a sliding scale fee. The money usually appropriated at Heath's ATM for Heath pre-school will be used to provide free afternoon pre-school to Heath families. School Committee members from Heath strongly support this change. Two amendments to the District Agreement are coming before voters in May as well. One is to allow Rowe to join district as a 7-12 grade member. The second request is asking for a change to Section III of the Agreement regarding pupil allocation. This proposed amendment will offer the opportunity for students from one town(s) to be educated in a District school other than the original assignments. This would be approved via a majority vote of school committee; affirmative vote by both member town or towns whose students are assigned, and the member town or towns served by the District school to which such students will be assigned; and acceptance by each town by a majority vote at an annual or special town meeting.

#### **Other Business:**

Status of Dog Matter: Need court order for vet records. Chief Newton will ask Officer Mattson to request one from court date of 3/31/15.

Appointment of Inspector of Animals: On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to appoint Sarah Hettlinger, and Ed Grinnell to serve as Inspector of Animals for May 1, 2015 – April 30, 2016.

Assistant Assessor Proposed Position Update: Brian and Bill will complete classification and grading for new position. Select Board will meet with Board of Assessors on March 17<sup>th</sup> at 7:30 p.m. to review.

WiredWest Update: Al Canali and Don Freeman attended a WiredWest meeting. They shared that MBI is trying to get the State to change the way the \$40 million is allocated to towns. Several questions arose to be addressed to WiredWest. Kara will prepare a response and send to Monica Webb at WiredWest.

Town Coordinator Report: The Board agreed to combine the ATM warrant with STM warrant as was done last year. Sheila will attend Select Board Essentials meeting on 3/12/15. Sheila will be away from March 19 thru March 26.

Heath General Bylaws Update for ATM Preparation: Sheila learned about personnel bylaws that the Town of Heath can adopt. Will ask Hilma to add to General Bylaws as well as revision to kennel bylaw. A new version will need to be provided for review.

Update on Municipal Complex Building Project: Discussed land acquisition; need details from seller.

Other: Discussed open elected positions for FY16.

**Signed Documents:**

Request for Vacation

Elevator Bid Survey

*On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 10:05 p.m.*

Next meeting scheduled for March 17, 2015 at 7 p.m.

Respectfully submitted,

Kara M. Leistyna

Town Coordinator