

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
March 15, 2016

Called to order at 7:05 p.m. by Sheila Litchfield, with Brian DeVriese, Bill Lattrell and Kara Leistyna, Town Coordinator present. Also present, Mike Shattuck, Highway Supt. See additional attendance sheet attached.

Reviewed Agenda: Add to Other Business:

- BOH input on Bray Road property perc/Bray Road
- Highway Dept. investigation of highway truck incident/Safety Policy
- Financial Team/Clark Rowell's input
- Landfill
- Vote to approve amended contract with Janey Bishoff

Highway Dept. investigation of highway truck incident: Sheila met with highway superintendent to initiate the accident investigation process for the recent incident with truck #3 as per the Safety Policy. The body of the vehicle experienced a cylinder malfunction. No injuries were reported; truck repairs are needed. Sheila discussed with Mike a long list of ways to build on preventive maintenance program. A thorough assessment of all existing vehicles/equipment including repairs and anticipated needs is one example. The repair was discussed. Prior to malfunction, during the relatively recent cylinder repair, corrosion could not have been identified as that repair was not extensive. This cylinder was not damaged and will be re-used. Going forward, the dept. is moving towards corrosion resistant equipment for any that use salt. Mike is researching spread control, and washing vehicles is recommended. However, unless the dept. has a catch basin, the town is limited in how run-off is handled. For the new building, a bay is planned with a catch basin. Mike will research regulations and how other neighboring towns handle this need. Heath has limitations because of the current facility. If crew has concerns, they should be shared with superintendent. Following chain of command, and open communication is paramount to addressing needs promptly. Sheila will write up results for Mike's review and signature. This investigation is on-going and a valuable experience for all.

Board of Health Budget Hearing: An additional \$500 was requested to engage some of the services of the comprehensive community health service district – public health nurse's time. Gloria Fisher provided a list of programs offered. Heath residents can visit the nurse at various locations (Charlemont, Shelburne Falls, Buckland, Hawley, Monroe, Leyden, and Gill). Gloria will ask Lisa White to contact Claire Rabbit to discuss how they can collaborate.

Brownfield's Phase II: Owner will be contacted. If owner signs off and there's discovery, the owner is responsible but could be prohibitive. Need to find out about potential liabilities to the Town. Town does not have ownership but the property has been condemned and if the Town does assume ownership, it could pose a risk. Grants may be available to cover expenses. Glen Ayers will assist.

Bray Road Property: Last Title V on 6/15/15 – passed.

Minutes: *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 3/8/16 Select Board meeting as presented.*

Tax Collector Budget Hearing: Discussed various options for software. Compatibility of software with assessors is main point. Price to include installation, product, support, training. Betty would like more

time to research. An IT grant application was submitted to the state to cover cost. Awards will not be announced until late spring. Betty will try to get a price and more information by April 12; latest April 19. \$925 was added for CAMA software. If new software is purchased, discussed how it will affect expense line. Betty recommended to include CAMA dues \$2,525 for this year. Betty shared that she may not need it but best to plan for it since nothing concrete has been decided.

Special Town Meeting Warrant: *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted to hold a special town meeting on Tuesday, April 5 at Heath Community Hall.* Reviewed articles. Finance Committee recommends all articles. ***On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve warrant.***

Discussed borrowing capacity and statement of indebtedness. Can request increase from 5 to 10 percent from MFOB.

WiredWest: Discussed recent letter from Gov. Baker and two meetings that have recently been held by committee to address delays in high speed fiber build out. This community needs fiber service, not wireless. Heath would like to organize and effort and bring voice to Boston.

Mail/ Email:

1. STM related emails (4 pages)
2. Email from Town Counsel on warrant language for Assessors
3. Email from Sheila re: Mohawk Estates address list
4. Email from Sheila re: Highway investigation
5. Email from Gary Singley re: highway matters (6 pages). Discussed. A root cause investigation is on-going. Gary is encouraged to refer people with concerns to town officials in order to properly address any substantiated concerns. Part of the Safety Policy revision will be the adoption of an access policy to the highway/fire buildings. Sheila will review Safety Policy and gather suggestions from Mike Shattuck and Ken Gilbert.
6. Email from Charlemont re: Broadband
7. Email from Al Canali re: Broadband
8. Town of Colrain agenda re: Broadband
9. Email from Al Canali requesting \$1,000 for WiredWest
10. Letter from MBI re: Broadband
11. Emails from Clark Rowell re: financial advice/Financial Team (5 pages). Discussed Mr. Rowell's suggestion for applying to the MFOB (MA Financial Oversight Board) to increase borrowing capacity. Mr. Rowell recommends not using free cash to pay down debt. This is merely a temporary accounting issue. The authorization is not a cost to taxpayers – it's merely a holding place and borrowing is only on books during construction phase. Then when long term USDA loan is in place, it is removed. Mr. Rowell will visit Heath on March 29.
12. Revised estimate for Landfill Sampling from CHA. ***On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve CHA proposal pending verification of drinking water sampling change.*** Kara will send to other Towns for approval. Discussed that it is not necessary to go out to bid as CHA has offered excellent service and provided ample extra time for consultation.
13. Email from Mike Hamel re: IT Grant
14. Janey Bishoff contract amendment. ***On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve contract amendment dated 2/25/16 in the amount of \$2,868 for services provided by Janey Bishoff.***
15. Emails from Brian DeVriese re: Bray Road
16. Emails from Andrea Woods re: Bray Road. Minimum bid, \$35,000; sale contingent on passing of perc test. Brian will reach out to D. Conlon regarding height restriction on deed. Kara will follow up with Andrea Woods and Town Counsel.

17. Email request for support from Kimberly Noake MacPhee re FRCOG grant application
18. Letter from Town of Buckland re: Pre-K
19. Annual Report from HRA
20. Newspaper clipping from court news re: court matter. Follow up with Ed Grinnell.
21. Notice for TAP enrollment for FY17. Yes, Heath would like to participate.
22. Email from Denise Allard re: Colonial Power/HCOG aggregation plan. Bill and Brian will review.
23. Email from MTRSD re: Regional Agreement Warrants – new wording after March 28
24. Announcements: Making Town Meetings Work; 2016 Hampshire & Franklin Municipal Conference; Franklin Land Trust eleventh annual self-guided recreational bike ride, D2R2

Other Separate Documents for review:

25. Wage Salary Comparisons for Comparable Towns (still working on Market Rate)
26. Product Information for Stealth Cam
27. Notice of Landfill Operations. Kara will follow-up.
28. Town Coordinator Report

SIGNED:

- Treasury and Payroll Warrants
- Vacation requests
- HRA CDBG/GMS Access Request form
- Resignation acceptance letter for Kerrie McNay from Heath education.....
- Kopelman & Paige Determination letter re: MTRSD Regional Agreement/Representation of District involving several towns, allowing review of the proposed amendment to the Regional Agreement
- Support letter for Toolkit for A Healthy and Resilient Deerfield River Watershed (FRCOG)
- Support letter for Mohawk Trail Woodlands Partnership Plan
- STM Warrant

Next meeting scheduled for March 29, 2016 at 7 p.m.

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 10:30 p.m.

Respectfully submitted,

Kara Leistyna
Town Coordinator