

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
March 29, 2011

Called to order at 7:05 p.m. by Tom Lively with Sheila Litchfield and Brian DeVriese present. Also present Town Coordinator Jenna Day and Charlene Reynolds, Post Office Manager.

The agenda was reviewed. Special Town Meeting planning was added.

Board of Selectmen reviewed Tammy Hicks' performance review of Charlene Reynolds. Charlene presented a time-off request for approval. Brian moved to approve time off for Charlene Reynolds, Sheila seconded, motion carried.

7:15 p.m. Charlene left meeting.

Mail & Email was reviewed.

Received updated equipment replacement schedule from Highway Superintendent.

Received letter from Jenna Day offering her resignation. Discussed broad role of Town Coordinator and process to seek replacement.

Brian made a motion to accept Jenna Day's resignation with regret, effective according to the terms in her resignation letter. Sheila seconded. The vote was unanimous. Motion carried.

The draft Purchase & Sale agreement for Mackie property was reviewed and revised.

Brian made a motion to extend the offer to Purchase to April 13, 2011; Sheila seconded. The vote was unanimous. Motion carried.

8:15 p.m. Finance Committee members Jan Carr and Don Freeman entered the meeting.

Jan relayed that the Mackie purchase first loan payment due date is a year after closing. Delayed payment may be an option. Library Commissioners are waiting for the MA Historical Commission review which will take 30 days.

8:25 p.m. Jan Carr left the meeting.

With Don Freeman the Select Board discussed how education requirements impact the Heath job classification scale.

The town nurse job requirements and grade scale were reviewed. "RN" is the requirement. Nurse was grade 11 and now rates at grade 16. Tom suggested that perhaps this review should be done for all positions. The Select Board want a sense of actual hours required for the job; all town positions will submit time sheets in new fiscal year to track this better. It was decided to set Town Nurse pay rate at \$22.58 (Tom questioned if there was an increase proposed in year two to pay at top of rate.)

The tax rate setting update: All the data went to Springfield on Monday afternoon, 3/28/11. Reported that they were held up by valuations of second homes in Mohawk Estates as required by the state. Discussed the relationship and limited oversight of the Assessors by the Select Board.

10:15 p.m. Don Freeman left the meeting.

Heath Pre-school update: Even though the regional agreement does not mention pre-school, the preschools would fall under the jurisdiction of the school committee. Heath should have an IMA with the District relative to Heath preschool funding. Town voters will be asked as they have in past years to allocate money to the district for preschool, then Heath pays the bill. This year we would ask the voters for \$10,000 for pre-school. Plan to discuss this with school committee members.

Next week's schedule includes the Franklin County Selectmen's Assoc. meeting

Select Board Annual Report was reviewed and revised. The Pay-Per-Throw paragraph was revised to clarify the intent of the townspeople.

Dohn Sherman's ideas were brought to the Select Board. These will be reviewed with Mike.

Brain moved to adjourn the meeting; Sheila seconded. The vote was unanimous. Meeting adjourned at 10:45 pm.

Respectfully submitted,

Jenna Day, Town Coordinator