

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Community Hall  
March 5, 2013

Called to order at 7:04 p.m. by Sheila Litchfield, with Tom Lively and Brian DeVriese present. Also present: Kara Leistyna, Town Coordinator, Margo Newton, Animal Inspector, Val Kaempfer and Eileen Tougas, COA and Christine Luis-Schultz, Historical Commission.

**Reviewed Agenda:** Added to other business: Audit

**Animal Inspector:** Margo updated Board on dog quarantine order issued to Ron Woodard on 2/27/13. She will follow up on the Order of Conditions. Board of Selectmen discussed request for Margo's presence at upcoming Dangerous Dog Hearing.

**Council on Aging:** Val Kaempfer and Eileen Tougas handed out a description of the reason for tonight's meeting. Sheila read aloud. The COA would like to try out an alternative for Senior Meals. Beginning one time per month, they would like to hire a person, Sharon Call, who would purchase the food, and cook the meals. She is certified in food safety and feedback is positive. A donation is requested per meal and this person is paid \$100 per meal. Heath can serve up to 50 people and the meals could be paid for with the Elder Affair Grant. The grant program does not begin until July 2013. The COA requests \$3,000 from the Town for start up costs and then the town could be reimbursed when the grant money is available. The COA cannot carry over grant money so requests a \$3,000 budget annually. The request was discussed. A revolving fund will be explored for this purpose (pending Town vote) and the \$3,000 to start the program will only need to be allocated once as seed money rather than annually as the grant money will be available annually.

**7:13 p.m.: Becky Allen entered meeting as well as Art Schwenger. Finance Committee members Don Freeman, Gloria Fisher, Ned Wolf, Kathy Inman and Jeff Simmons entered at 7:18 p.m.**

**7:24 p.m. Val and Eileen left meeting.**

**Board of Health Budget Hearing:** Reviewed FY14 budget request. FRCOG Public Health services up from last year \$1,000 but comprises all inspections – food, septic, Title V, etc. Total budget increase 3%. Becky reported great improvements in use of Health Agent Services because the Town has more oversight on Health Agent. She feels there has been better collaboration, better communication and if there is an issue, it is resolved quickly. Town Nurse is doing well with MAVEN (Mass. Virtual Epidemiological Network), the new web-based disease surveillance and case management system. Becky has no warrant articles for Annual Town Meeting. Stipends will be discussed next year after the Finance Committee researches them overall. Reviewed Dog issue and BOH involvement. Becky would like to attend Dangerous Dog Hearing.

**7:33 p.m. Becky left meeting.**

**Historical Commission Budget Hearing:** Margaret Freeman and Christine Luis-Schultz presented proposals for Historic District signage. This is a one-time expenditure. The Historic District was designated in 2005 and there exist six access roads to the district. Margaret quoted a price of just under \$2,000 for the six signs. Richards Steinbock has given the Town permission to use his Town logo for the signs. Margaret will get this in writing for the record. Discussed number and location of signs; national vs. state historic designation and regulations and whether the signs comply. Planning Board would need to

issue formal approval. Historical Commission will continue to price the signs and installation. Margaret will contact Mike Smith and will send the specs to the Planning Board. The Select Board requested they be notified of any changes in the pricing for budget purposes.

**7:53 p.m. Margaret, Art Schwenger and Christine left meeting.**

**Continued Joint Meeting with FinCom:**

- Read and discussed FinCom's budget memo that describes potential impact on tax rate with budget data know to date. Fin Com projects less revenue will need to be raised than in recent previous years. FinCom proposes to use savings to reduce the tax rate and to make investments that will have the effect of keeping the rate down over years. The discussion was whether to use the savings to effect a big one-year drop vs. using some to keep the rate down and stable. Discussed MTRSD revised assessment for FY14. Total assessment to Heath is \$733,196, down \$10,764 from last year.
- Discussed Special Projects and prioritizing. Special Projects for FY14 include new boiler and furnace for town buildings; insulation; EOC roof repair. Discussed some issues at Highway Dept. e.g. need running water in Fire Dept. Will revisit at 3/12/13 meeting.
- Discussed Town Clerk budget request for an increase in pay to \$20/hour and increase in hours from 15 to 20 per week for FY14. Town Clerk budget hearing is scheduled for March 26, 2013. Also discussed special project and \$2,600 allocation to Town Clerk Expense account in FY13.

**9:11 p.m. Finance Committee members left meeting.**

**Reviewed Minutes:** *On a motion by Brian DeVriese and seconded by Tom Lively, the minutes of the 2/11/13, 2/19/13 and 2/25/13 Select Board meetings were approved as amended.*

**Mail/ Email:**

1. Various emails from Mike Smith including his responses to a plowing complaint from Debbie Cavalier, resident.
2. Email from Accountant regarding FY12 audit. Board reviewed draft of audit and will wait for further documents after compiling questions as well as written response.
3. Determination from Country Oil regarding oil venting/fill in Sawyer Hall and need to repair. Kara will get a price from Country Oil and/or Sandri for repair.
4. MTRSD assessment as of 3/1/13.
5. Quarterly Meeting notice from FC Selectmen's Assoc. Sheila, Tom, Brian and Kara will attend.
6. Notice from Hampshire County Select Boards Assoc.
7. Finalized copy of Transfer from Reserve Fund.
8. Gov. Patrick's Western MA report March, 2013.
9. Notice from MBI regarding release dates for fiber network for CAIs only.
10. Confirmation from Dept. of Agriculture of Margo Newton's appointment to Animal Inspector & Certificate.
11. FRCOG notice for workshop on emergency preparedness.
12. Confirmation from Charlemont that Ambulance MOU finalized and Dana Johnson's appointment as liaison for MOU. See contact info.

**Town Coordinator Report:** Kara will need an electrician to prepare a 220 volt outlet for floor project; she will ask Margo if she needs a separate line for Fiber Network in Police Dept.; the boiler/furnace will require bid package. Kara will alert Andrea Woods at FRCOG so she can prepare bid package; discussed insulation and EOC roof. Mike should talk with the contractor who priced the EOC roof job previously;

discussed window quilts vs. interior storm windows for Comm. Hall; Sheila will work on job description for Building Manager.

***On a motion from Brian DeVriese and seconded by Tom Lively, the Select Board voted unanimously to accept Nina Marshall's resignation from the Historical Commission with regret.***

**Other Business: Dog Issue Status**

- Read Margo's report summarizing her visit to Mr. Woodard.
- Tom reported steps taken for quarantine and reviewed order of conditions given to Mr. Woodard.
- Discussed kennel licenses. Property requires an inspection and a determination whether property can sustain a number of dogs (greater than 3).
- Discussed Dangerous Dog Hearing and the need to determine offending dog(s). Need affidavit with description of dog(s).
- Kara will invite Town Counsel to hearing, if necessary.
- Board set date for hearing on March 20, 2013 at 7 p.m.
- Tom will talk with Hilma and Margo and inform them of hearing.
- Kara will research the process to notify dog owner of hearing.

***On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to adjourn at 10:55 p.m.***

Next meeting scheduled: Tuesday, March 12, 2013 at 7:00 p.m. Community Hall.

Respectfully submitted,

Kara Leistyna, Town Coordinator