

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
SAWYER HALL  
March 28, 2012

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

**Reviewed Minutes:** Brian moved to accept minutes of 03/20/12 Select Board meeting as amended. Sheila seconded. Vote was unanimous. Motion carried.

**Reviewed Agenda:** Assessors and Police Chief have been rescheduled.

**Mail/ Email:**

1. Notice from Dog Officer – ticket issued to R. Woodard. Kara will find out what the outstanding balance of tickets is for Mr. Woodard.
2. Letter from Claire Rabbitt 3/22 regarding leave of absence. Kara will ask BOH what they plan to do during Claire’s absence.
3. Free Training announcement from FRCOG – MEMA Resource Management Basic and Advanced Training in Turners
4. Note from Claire Rabbitt regarding family emergency
5. Memo from Kopelman and Paige, P.C.
6. Notice from Mass DOT regarding voucher for Chap. 90 funds

**Requires Action:**

1. Nomination of Inspector of Animals – Brian moved to nominate Bob Tanner as Animal Inspector for term May 1, 2012 to April 30, 2013. Sheila seconded. Vote was unanimous and motion carried.
2. Board of Health Clerk job description – Board of Health made changes. Brian moved to approve revisions to job description as submitted by Board of Health for Clerk position. Sheila seconded. Vote was unanimous and motion approved.
3. Letter of Resignation from Betty Nichols as BOH Clerk. Kara will let Board of Health know that no action taken by Board of Selectmen and to ask for notification of new appointee.
4. MEMA Course – Ask Tim Lively if any Board members should attend.
5. Selectmen’s Quarterly Meeting Notice – Brian and Tom will attend. Briefly discussed gift.
6. Letter from Bob Dean re: IT consultant. Heath has an interest but need to find out cost of IT person.
7. Invoice from Steve Crowningshield. Brian moved to make payment to Steve Crowningshield in the amount of \$2,806.57 for improvements to Sawyer Hall. Sheila seconded. Vote unanimous and motion carried.
8. Letter from Eileen McHugh, Public Municipal Energy Programs regarding bid . Kara will ask Leah Gibson at FRCOG for clarification.
9. Brian moved to appoint Christine Luis-Schultz to the Historical Commission. Sheila seconded. Vote was unanimous and motion approved.
10. Hilma verified signatures of initiative petition regarding winter transfer station hours. The Board would like to see if the matter can be put on ballot to get broader input from residents.
11. Kara inquired with MIIA regarding Firefighter’s warrant articles. They suggested to find out closest community who employs full time firefighters and use average annual salary of first-year, regular firefighter/ police officer. Then look at current weekly indemnity under the 111F Police

Accident Policy for the Town (current payout is up to \$300/week). If the avg. annual salary proves higher, then they suggest increasing that limit. Currently Heath is covered for funeral expenses up to \$15,000 but can only collect if firefighter/officer dies while on the job or succumbs due to injuries or heart attack while on the job. MIIA did not have information on the indemnification article. MIIA advised Heath to seek Town Counsel opinion.

**Board of Selectmen's Budget FY13:** Discussed budget line items. Increased BOS operating expense \$500 to allow for another person to attend MMA (Mass. Municipal Association) conference next year. The additional person could be a member of Finance Committee, Town Coordinator, or another person. Legal Fees budget was increased to cover addition expenses for the creation of Wind/Solar Bylaws. Kara will clarify Town Report Printing line item and whether this account covers preparation time or just materials/printing. Kara will ask treasurer how to calculate salaries for the year and check on technical repair/equipment needs for FY13. Articles submitted by Firefighters' Association will be listed separately on Article 3 for easier reference. Special Projects will be listed separately as well. FRCOG assessment and insurance line items were moved from Sawyer Hall to Board of Selectmen's budget page. Kara will also recalculate insurance line item

Warrants signed. Also, signed FEMA paperwork for reimbursement.

Brian moved to adjourn at 10:45 p.m. Sheila seconded. Vote was unanimous.

**Next meeting is scheduled for April 3, 2012 at 7 p.m.**

Respectfully Submitted,  
Kara Leistyna, Town Coordinator