

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
April 5, 2016

Called to order at 7:40 p.m. by Sheila Litchfield, with Brian DeVriese, Bill Lattrell and Kara Leistyna, Town Coordinator present. Betty Nichols, Tax Collector also in attendance.

Betty Nichols, Tax Collector Software: Betty attended tonight and Sheila began the discussion with a review of the software/project objectives between Collector and Assessors. For the town it is critical that we have compatible software and systems work seamlessly. Want to ensure smooth functioning amongst departments. Discussed parcel re-numbering and the required coordination and conversion. Betty stressed that an accurate parcel list is needed as well as a transition plan to be sure we retain old parcel numbers. Discussed timing – possibly next June. Betty prefers CAMA software – she says it is easy and efficient. Her support person, Mike Quinlivan, can do the data conversion for \$2,500 with a \$1,200 annual support (CAMA) for a total of \$3,550 added to expense line. Discussed historic problems with software and compatibility issues with Assessors. Betty suggests to tackle parcel numbers first and then a software transition. Because Betty trusts her support person, it was suggested to undergo transition while he is still available to assist. All recommended meeting together to discuss further with the Board of Assessors to determine issues and formulate solutions. Kara will reach out to all for scheduling. Thank you, Betty.

Broadband/WiredWest: Summarized meeting held last Saturday. Draft resolution needs editing and tailoring to Heath's needs. Senator Downing said that the Governor needed to 'catch up time' before he addresses the matter. Towns need to voice need for broadband to governor. At the upcoming STM, voters will be asked to send testimonials directly to key individuals, and a resolution will be presented on ATM warrant and sent to the governor. This issue needs to be kept alive and it's important to express the urgent need to the administration. Reviewed draft resolution. Funding for project needs to be based on current figures. Broadband is as critical for economic survival in the 21st century as electricity and telephone were in the 20th century. It is critical to the local economy, education, health and safety.

Reviewed Minutes: *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 3/15/16 Select Board meeting as amended .*

Other Business:

- Salaries: Sheila will meet with Kara to discuss FY17 salary proposals.
- Warrant: Kara will insert new article rewritten by Assessors.
- Schedule: BOS will meet on Thursday, April 28 at 7 p.m. in Community Hall.
- Brownfield's: Board of Health declares the seriousness of the situation. The Health Agent will meet with owners of property. Phase II will reveal issues and if manageable, the Town could apply for clean up funding. Need to determine status of property. Kara will reach out to Jessica Atwood to arrange a meeting with Board of Health and BOS.
- Sheila will talk with Mike Shattuck to discuss Transfer Station Attendant job description.

Mail/ Email:

- Email from Janey Bishoff re: Western MA towns that were supposed to receive funding
- Email from Joe Markarian re: Community Compact
- News article 'Get out of the way' Expressing my frustration over broadband delays by David Dvore

- WiredWest Resolution for MBI and letter to Gov. Baker
- Email from Andrea Woods re: Heath Land Sale and draft P&S to be included with RFP
- Email from Clark Rowell re: Debt Capacity note to Mary Jane Handy at MA DOR
- Letter from Bill Brown re: Public Hearing on Sadoga Bridge replacement
- Letter from MassDOT re: Chap. 90 allocation
- CAMA Tax Support Services letter to Betty from Mike Quinlivan
- Email from Mark Reich re: Heath's warrant
- Emails from assessors re: warrant article and job posting
- Email from Jeff Blake re: dog matter
- Heath Nurse monthly report
- Letter sent to MTRSD School Committee
- Cash Book Summary March 2016
- News article, "To get more than you give"
- News article, "Selectmen give state economic dev. Chief earful over slow broadband rollout"
- Email from Bill Lattrell re: 5 Ledges Road
- Email from Rich Merrill re: elevator in Sawyer Hall
- Email from Robert Bourke re: fire dept. washer/dryer request (will address firefighter's assoc. too)
- Email from Clark Rowell re: budget for MFOB hearing
- Email from Martha Thurber re: warrant articles

Other Separate Documents for review:

- Town Coordinator Report
- FY17 Budget Spreadsheet 4-05-16
- ATM Warrant DRAFT
- Letter drafted to send to Lt. Governor on Public Safety Complex building project
- Letter drafted re: Landfill

SIGNED:

- Application for Use of Town Common. On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approved request for use of town common for Town-wide tag sale to benefit the Community Hall (May 28th, 10 a.m. – 3 p.m.)
- **Request for Transfer from the Reserve Fund.** Finance Committee approved Reserve Fund request to pay for Clark Rowell to prepare for and attend Municipal Finance Oversight Board hearing on behalf of Heath (\$1,800).
- CHA Proposal dated March 14, 2016
- Vacation Requests
- Letter to Lt. Governor re: Safety Complex

Next meeting scheduled for April 13, 2016 at 7 p.m.

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 9:55 p.m.

Respectfully submitted,

Kara Leistyna
Town Coordinator