

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
April 9, 2013

Called to order at 7:04 p.m. by Sheila Litchfield, with Tom Lively, Brian DeVriese, Kara Leistyna, Town Coordinator, and Andy Draxler present.

Reviewed Agenda: No changes. Minutes will be ready for review on April 23, 2013.

Dog Status: Margo updated the Board on the Woodard dog matter. She met with Ronnie and reminded him about the seriousness of threats and the law. Margo will work with Ronnie. Discussed need for armed officer at meetings. Currently, Margo reports that Ronnie is in compliance other than the preliminary inspection. Board reviewed copy of documents provided in request for an estimate for cost of insurance coverage for damage done by dogs. Board would like in writing from insurance agent what it would cost. Document provided does not specify coverage specific to dangerous dogs. Discussed current enclosure. Tom feels the shed needs to be inspected to determine adequacy and it's important to address this with Ronnie. Kara will draft a letter for delivery to Mr. Woodard specifying the need to re-schedule the preliminary inspection and the insurance coverage and reiterating the order of decision. Board thanked Margo for her work on this issue. They do not feel Margo needs to stay at the meeting.

Board reminded Margo to prepare justification for substantial increase to police dept. salary line item for FY14. This explanation needs to include why increase is needed using statistics/numbers for court time, patrol hours, training, etc. Margo will get this information to Kara.

7:21 p.m. Kris Nartowicz, Treasurer, entered meeting and Margo left at 7:36 p.m.

Treasurer Performance Review: Select Board met with Kris Nartowicz for her annual performance review. Kris shared that she highly recommends quarterly tax billing as opposed to semi-annual. The Town no longer needs to borrow money because quarterly billing provides a regular cash flow.

7:52 p.m. Kris Nartowicz left meeting and Finance Committee entered shortly after (Don Freeman, Jeff Simmons, Ned Wolf and Kathy Inman)

Joint Budget Meeting with Finance Committee:

- ❖ Reviewed ATM warrant. Discussed wording for Article 12. Revision made. Sheila concerned with Planning Board article pertaining to decibel levels for commercial wind. Planning Board scheduled to meet with Board on 4/23. Finance Committee recommends articles 4-15; article 18 have question on wording that was resolved and recommended; have questions on Article 20 but will discuss at 4/23 meeting with Mike Smith; recommend Article 21 and 22.
- ❖ Finance Committee gave suggestions regarding tax reduction and stabilization. They would like to take \$50,000 from Free Cash to reduce taxes and \$80,000 from Free Cash to Stabilization. Their projection is to reduce tax rate by .57 for a rate of 19.47.
- ❖ Discussed request for new mower. They would like more information from Mike. Kara will schedule Mike to attend 4/23 meeting.
- ❖ Jeff asked if the Broadband phones will allow 911 calls. Kara will confirm.

- ❖ Board and Finance Committee will decide which option they will request for each applicable article on warrant (e.g. borrow, raise and appropriate, or transfer from available funds)
- ❖ Discussed paper compactor and options for purchase
- ❖ Kara will ask accountant to check on total limit of revolving funds for Town
- ❖ Reviewed Article 3. Finance Committee would like to discuss Highway Materials line item with Mike (4/23 meeting) and discuss roadside mowing further.
- ❖ COLA: *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to put forth a 3% COLA for FY14.*
- ❖ Reviewed STM warrant. Finance Committee recommends all articles. Kara will phone Kopelman & Paige again to get charges itemized to determine how much is charged per individual matter (e.g. dog issues; audit). Board confused that Assessors Admin. Asst. needs more money in salary line for FY13 -- \$4,992 is amount allocated for the year and it should not exceed that amount.
- ❖ Special Projects: added \$3,000 for sheetrock repair at fire dept.

9:10 p.m. Andy Draxler left meeting and Finance Committee members left meeting momentarily.

Other Business:

Painting Project: Discussed painting project of Town Buildings. Board feels a supervisor should be present to ensure compliance with lead paint guidelines. Need tarps, masks and omit staging. Brian will call Lt. Hubbard at the Sheriff's office.

Floor project Sawyer Hall: *On a motion from Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to hire Small Town Movers, the lowest bidder, to handle office move in May.*

The Board also authorized the purchase of a coffee maker for Town employees.

Mail/Email:

- Various email correspondence from Town Clerk. The change to dog bylaws does not require a change to the zoning bylaws. Reviewed proposed changes to dog bylaws. Added an insert regarding the leash law in Heath center. Also clarified definition for kennels. Kara will provide a copy to Hilma.
- Various email correspondence from Planning Board. Sheila continues to question the change in decibel level for commercial wind. Planning Board will attend a meeting on 4/23 to discuss further.
- Email from Mike Smith regarding fire dept. bays – existence of mildew in bay predates his employment.
- Town Nurse monthly report
- Letter from HRA regarding FY14 Comm. Dev. Block Grant possibilities
- Letter from Office of Gov. regarding Chap. 90 appropriation
- Copy of letter sent to accountant regarding audit filing. Board would like to review report prior to sending payment.
- Email from Gregg Carbo regarding dog issue and draft of letter to send
- Email from Margaret Freeman regarding historic district signage
- Copy of Public Hearing notice from Planning Board
- Certification of Citizen Petition from Town Clerk
- Email from Mike Smith regarding request for support for Chap. 90 from Town of Wendell
- Letter from DEP regarding Sustainable Materials Recovery Program Municipal Grant application
- Another possibility for grant for public safety issues
- Letter from Covanta summarizing their year - 2012
- CDC Health Advisory

Signed: Warrants

On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to sign the Annual Town Election Warrant.

On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to adjourn at 11 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator