MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
April 1, 2014

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

Reviewed Agenda: No changes.

Reviewed Minutes:

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 3/18/14 meeting as amended.

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 3/25/14 meeting as presented.

7:23 p.m. Mike Smith and Timothy Lively entered meeting.

Charlemont Ambulance Services: Sheila read a letter aloud that was sent by Charlemont Board of Selectmen. Because of lack of EMT responders, the ambulance service is compromised. They are asking other communities to submit suggestions and input in an effort to try to find a solution. Tim and Mike reported that there are about 12 EMTs who serve but unfortunately there is a limited amount of people who respond. There is also a concern about delayed response (or none at all) and the risk this poses for people in need. Two EMTs are required to ride in the ambulance. Discussed suggesting changing the rule to one EMT with the second person being a First Responder. Considered incentives for potential recruits. Classes run roughly Jan. through May and held two times per week (about 128 hours). Perhaps a stipend could be offered to pay for training with some kind of 1 or 2 year commitment to serve. A budget could be set aside for EMT training. Also, the group pondered the contribution of Colrain and whether they could be a part of the response plan. Colrain is close to Heath especially if calls originate from the areas in town that border Colrain. One item to explore is how to bring Colrain into the mix. Perhaps a meeting could be held to see how they manage calls and how they achieve their excellent response record. Also, how Colrain can be moved up on the Mutual Aid Call List. Currently, they are at the bottom. Shelburne Falls is facing similar issue. When calls come in, if not responded to by third tone, Baystate Franklin Ambulance responds. The Select Board would like to compose a letter to Charlemont outlining the points of this discussion. Sheila shared that the Long Range Planning Committee would like to see the EMT training at Mohawk revived. It was noted that students have limited ability in responding to calls because of their age. Mike and Tim were thanked for their time.

7:51 p.m. Tim Lively left the meeting and Terry Walker arrived.
8:01 Finance Committee members Don Freeman, Gloria Fisher and Ned Wolf arrived accompanied by Marilyn Wilson, Rowe Select Board member.

Terry Walker/STRAP Grant Discussion: Terry shared that she attended the FRCOG Roads & Bridges of Franklin County meeting on March 20 from 7-9 pm. The workshop presented information on federal funding for roads and bridges (funding allotment and funding process) and other state funding sources for road and infrastructure projects (MassWorks, STRAP, Chapter 90) and the town's responsibilities. Terry said that mostly in attendance were Selectmen and Highway Superintendents. There was discussion on STRAP grants and how the budget has been woven into the Dept. of Housing and Economic Development. Heath was denied because of the lack of multi-family housing in the application. Terry

asked why Heath was denied and was told that the application was excellent and to resubmit for approval. All felt that the requirement for multi-family housing in an application for safety improvements to roadways was a misappropriation of funds. Mt. Washington received a STRAP grant award yet had no multi-family units in their application. Support letters from legislators were suggested as part of the resubmission.
Also discussed road survey for Heath and need for update. It is a time consuming process. Terry was asked for an estimate for a road analysis in addition to an estimate for the work on preparing for resubmitting the STRAP grant application. She said there are slight changes needed but all in all the application is solid. The Board is in favor of resubmitting the application in an effort to receive an award for funding the safety improvements project on Rt. 8A. Terry will be paid from the Highway Hired Services account and this will be budgeted in FY15. An article may be needed on the ATM warrant regarding STRAP grant – may need the amount updated.

8:19: p.m. Terry Walker left meeting and Marilyn Wilson left shortly after.

FY15 Budget Review/Meeting with Finance Committee:

- Licenses for Highway Employees: Discussed need for licensure for highway employees. Mike shared that FY14 was all set but he will need $490 for FY15. The expense was paid from highway miscellaneous. In FY16, $200 will be needed and $300 in FY17. Discussed CEU training but Mike said there are no trainings scheduled currently.
- FY14 Budget Shortfalls – Highway Dept.: Several accounts are low. Kara will work with Mike to get numbers and accounts to replenish in May at ATM.
- Truck Repairs: The $6,900 repair can be paid from Overlay Surplus. On March 14th, the grader required a repair in the amount of $1,100 and on the 17th, truck #4 needed a repair in the amount of $2,200. Machinery Maintenance as of today is down to $1,531.06. Salt & Sand is one possible account that may have money for a transfer. The $10,000 appropriated for a feasibility study is not needed now so that could be used to pay for some costs as well. There were two substantial repairs on winter equipment roughly $1,000 each bringing Winter Equip/Repair
- account to -$4,542.58.
- Vacation Request: ***The Board unanimously approved Mike's request to take Thursday, April 3, 2014 off.***
- Ambulance Service – Sheila recapped earlier discussion regarding the Charlemont Ambulance Service. A suggestion to appropriate money to support ambulance services and/or EMT training was discussed. Perhaps a line item to cover the expense of two trainings – roughly $1,700.
- Tax Rate Calculation Worksheet: Reviewed Finance Committee's latest draft of the tax rate calculation for FY15. A .02 increase over last year is where the calculations currently stand.
- Town Coordinator salary increase in FY15: Finance Committee reported voting 3-0 to recommend a proposed increase in one year rather than the previously suggested incremental increase.

8:54 p.m. Finance Committee members left meeting.

- **ATM Warrant:** Combine Stabilization articles (formation and funding) as suggested by Town Counsel. Kara will arrange a meeting with the North Heath Cemetery Corp. to discuss Town Counsel's response on review of the warrant article, Kara will also ask Town Counsel if the STM items can be combined with the ATM warrant and if so, the few articles for STM will be placed on the ATM warrant. Each article requiring FY14 spending must be clearly stated and grouped together prior to FY15 articles.
- Sheila and Hilma still working on bylaw revisions.

Mail/ Email:

1. Emails from Mark Smith regarding work needed to be done for transition to fiber network. ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to authorize the installation of fiber optic equipment (voice, phone, firewall & switch, cabling) to be done by Mark Smith in conjunction with Crocker Communications, Inc. with difference paid from FY14 budget***.
2. Emails from Hilma Sumner. One regarding kennel licenses and the other regarding licensed dogs/list. Board asked that Hilma call the resident and explain that due to new laws, a kennel license must be sought first through a meeting with the Planning Board.
3. Email from MMA regarding Chap. 90 and other legislation upcoming.
4. Email from WiredWest – Progress Report
5. Email from Joanne Blier regarding correction to Phase II assessment for capital projects.
6. HRA notice for 2015 CDBG grant opportunities. Kara will inquire and ask if Heath receives a 2014 grant, will Heath be eligible for 2015 funds. Would the application be the same? And if we do not receive a grant, can we re-submit?
7. Notice from Leah Gibson: April 12 (Municipal Conference) and Training April 24 Selectboard Essentials on purchasing and contracting.
8. Notice from MTRSD: April 9 at 6:30 p.m. Mohawk School Buildings Capital Projects Summit. Bob Gruen is wondering is there is anything you'd like him to address or is Heath all set. Bill Lattrell will attend. Still needing clarification of the difference between capital and maintenance projects. Kara will forward notice to Finance Committee.
9. Various emails from Town Counsel regarding ATM warrant
10. Email from Mike Smith regarding costs of licenses; email from accountant with accounts that are low in Highway Dept.
11. Email from Bill Lattrell regarding WiredWest

Other Business:
Dog Matter: Discussed preparation for upcoming hearing and relevant documents needed for evidence.
Update on Feasibility Study: John MacMillan, President of Reinhardt Assoc., Inc. created some alternate sketches of existing sites showing two scenarios. 1) combining highway/fire/police & EOC and for the Bray Road site only fire/police/EOC. The site does not have capacity to include the highway dept. The possibility of combining facility on existing site won't work due to grade of land. The purchase of land has been discussed as an option. The MCBC (Municipal Complex Building Committee) has discussed possibilities and building designs for energy efficiency and cost savings. The plan is time sensitive and will cost approximately $3-5 million ($3.5 million was borrowed for the school). It will require public discussion and informational sessions to talk about plans, costs, suggestions and questions. The committee will ask the moderator permission to consider this at a later date.

Signed:
1. Weekly Warrants
2. Crocker Communications contract for Fiber Optic phone/internet service & installation

On a motion by Bill Lattrell and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 10:15 p.m.

Next meeting scheduled for April 8, 2014 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator