

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
April 29, 2013

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

Reviewed Agenda: Added to Appointments: Mike Smith, Highway Supt. 8:15 p.m.
Added to Other Business: Announcements for ATM and Assessor/Tax Coll. Processes

Reviewed Minutes: March 21, 2013 tabled until next scheduled meeting.

On a motion by Brian DeVriese and seconded by Sheila Litchfield, the Board voted unanimously to approve Select Board meeting minutes dated 4/23/13 as amended.

7:25 p.m. Elizabeth Nichols, Tax Collector entered meeting.

Performance Review, Tax Collector:

Also discussed the need for a new computer and a safe. CAMA has a person who will train in the event Betty is unable to fulfill job responsibilities. Discussed the possibility of DOR/DLS representative helping to analyze the tax/assessing process of Heath. Discussed the parcel numbering issue and options for making the procedure smoother. Betty says it will be a time consuming effort to change the current protocol.

8:12 p.m. Mike Smith and Ned Wolf entered meeting and Betty left at 8:22 p.m.

Mike Smith, Highway Superintendent:

Discussed salary review and proposed adjustments for FY14. Mike sought an explanation for the decision. Brian explained that the COLA represents a 1.7% based on Social Security Administration (SSA) increase plus additional adjustment for a total of 3% for FY14. This helps to bring the salaries to be more in line with comparable, nearby towns. Discussed any possible health insurance increases but no increase made this year or last. Discussed Heath's ability to pay and ways to improve the comparison method by using EQV (Equalized Valuation) of towns to determine where Heath ranks in ability to pay. It is another way to measure and use as a comparison than using the FRCOG salary survey. Mike will share this information/explanation with his crew and it was affirmed that all job descriptions will be reviewed for FY15 budget. Mike will not be attending ATM so he will forward information that will help answer any questions that may arise.

9:01 p.m. Mike Smith left meeting.

Reviewed Town Meeting Warrant: Made revisions. Because there were too many unanswered questions on the compactor purchase, it was removed from the FY14 warrant.

On a motion by Tom Lively and seconded by Sheila Litchfield, the Board voted unanimously to approve and sign the Annual Town Meeting warrant for May 11, 2013.

Mail/Email:

1. Medical Marijuana Workshop announcement from FRCOG
2. Compactor information from previous warrant draft indicating costs for refurbished/new.
3. Copy of email from Sheila to Margo

4. Correspondence between Alice and Kara regarding Assessor Adm. Asst. salary/hours.
5. Email from Andrea Woods re: Fuel Bids – need to schedule to award bid. Meeting will take place 5/21/13.
6. DCR notice regarding Hazard Mitigation Grants deadline April 30
7. Email from Debbie Cavalier (cc to BOS)
8. Email correspondence with Kris regarding her requests for adjustments to line items on Art. 3
9. Email from Andrea Woods regarding Eagle Elevator. Need thoughts on whether to continue with contract or ask FRCOG to rebid or go out on our own and hire another company (see below)
10. Email cc to BOS from Rol Hesselbart. Hilma does not believe this is a conflict of interest and has spoken with Rol
11. Email correspondence with Hilma and Town Counsel regarding Planning Board/Zoning Bylaws
12. Email from Hilma with suggestions for warrant and dog bylaws
13. Email to Hilma from Cal Carr regarding article in ATM warrant regarding decibel levels for commercial wind
14. Email response from Jim Hawkins regarding tent permits. Fee is currently under review.

Other Business:

Dog Bylaws: Reviewed proposed Dog Bylaws. Made revisions. Kara will give final version to Town Clerk for display. *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve the proposed Dog Bylaw revisions as amended.*

Article 3: Reviewed line by line. *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve Article 3 as amended with the exception of Police Salary Line Item pending further clarification from Chief Newton.*

Floor Project: Kara reported that the initial bidder for the temporary office move has not been responsive to emails and phone calls and requests the job be awarded to the second lowest bidder, Sitterly Movers. *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to award the office move to the second lowest bidder.*

Elevator contract: The Board authorized Kara to decide on whether to continue using Eagle Elevator or go out to re-bid for FY14 depending on satisfactory scheduling and account reconciliation.

Signed:

- Warrants
- ATM Warrant

On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to adjourn at 11:03 p.m.

Next meeting scheduled May 7, 2013 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator