

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
May 5, 2015

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

**Reviewed Agenda:** No changes.

Review list of items to discuss with Doug Wilkins in preparation for Annual Town Meeting.

**Reviewed Minutes:** *On a motion by Sheila Litchfield, and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 4/21/15 Select Board meeting as written with one abstention.*

*On a motion by Bill Lattrell, and seconded by Brian DeVriese, the Board voted unanimously to approve the minutes of 4/28/15 Select Board meeting as amended.*

**Follow Up:** Bill will look at possible salt leakage and status of salt shed at Highway Dept.

**7:36 p.m. Finance Committee members Don Freeman, Gloria Fisher, Jeff Simmons, Ned Wolf, and Jan Carr entered meeting.**

**8:50 p.m. Doug Wilkins entered meeting.**

**Joint Budget Meeting:**

- Reviewed Article 3. Kara will find out if retirement contribution will increase if certain salary lines are increased (e.g. tax collector; assistant assessor)
- Discussed special projects and itemized costs
- Mentioned list of items to discuss later with Doug Wilkins including WiredWest and whether it can be addressed if it has been taken from the warrant, MBI (Massachusetts Broadband Initiative) seeks to increase both the availability and the adoption of broadband across the Commonwealth of Massachusetts. MBI will manage the expenditure of the state funds and partner with municipalities investing in the project to design and build high-speed bandwidth capacity in their towns, as well as assist towns who have not identified a network operator and service provider.
- School District Budget
- 2/3 approval for borrowing.
- Doug is planning to have a secret ballot for the Public Safety Complex vote. A short presentation will be offered prior to vote. Explanation of the borrowing will be offered by Select Board.
- Town of Heath Bylaws
- Finance Committee voted to recommend Don Freeman to oversee financial aspect of Safety Complex project.
- Planning Ahead: It was suggested that a Technology Stabilization fund be set up; a Personnel Committee be created; and a Long Range Capital Improvement Plan Committee be created.
- If Safety Complex article is approved, would like request from voters to revisit land purchase for Safety Complex project at a future STM.

**9:10 p.m. Doug Wilkins left meeting and Finance Committee members left shortly after.**

**Town Coordinator Report and Other Business:**

1. *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to authorize Mike Smith to purchase AEDs, Narcan, and Epinephrine for Emergency Personnel to be paid from FY15 Emergency Medical Supplies account.*
2. Kara will broadcast a CodeRed call with Election, Annual Town Meeting, and Heath Bylaw information.
3. Select Board meetings: 5/26, 6/9, and 6/30 at 7 p.m. Sawyer Hall. Bill is away from 6/12-6/20.

**Mail/ Email:**

1. Email from Debbie Cavalier re 58 Shawnee Drive
2. Email from Jan Ameen regarding Transport/Tipping budget and MRF contract.
3. Email from Sheila to Don F. re tax rate calculations
4. DOR Cherry Sheet Budget
5. Memo to BOH re warrant article/Clerk
6. Series of emails between Sheila and Mike regarding purchase of AED, Narcan, and Epinephrine
7. Invoice and estimate from Homestyles d/b/a Tom Carlson
8. Request for pay from Sarah Hettlinger for month of April, 2015. The Board suggests periodic reports be submitted when requesting pay.
9. Emails from Hilma Sumner. Hilma will attend information meeting for Special Election relevant to FC Technical High School capital improvement vote.
10. Email from Eileen McVay-Lively. No resignation was submitted. The Board appreciates Eileen's work at the Senior Center and is glad she will continue to serve.
11. Email from Jessica Atwood/CEDS 2015 (see separate document on drive)
12. Letter of response from School Committee to Town of Shelburne Select Board
13. Emails from Sheila to AI and Art regarding WiredWest article
14. Notification of special election for Tech School Capital Vote

**Other Separate Documents:**

1. Town Coordinator Report
2. FY16 Budget Spreadsheet
3. Final ATM Warrant
4. Memo from Finance Committee
5. Tax Rate Impact Analysis from Finance Committee

**SIGNED:**

1. Request for Leave
2. Determination from Kopelman & Paige re consent for K&P to provide advice on Regional School District proposal for pre-school

*On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 9:47 p.m.*

Next meeting scheduled for May 26, 2015 at 7 p.m.

Respectfully submitted,

Kara M. Leistyna  
Town Coordinator