

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
May 20, 2014

Called to order at 7:02 p.m. by Sheila Litchfield with Bill Lattrell, Brian DeVriese and Kara Leistyna, Town Coordinator present. Also present: Jeff Simmons.

Reviewed Agenda: Added to Other Business: Scheduling; DOR Collecting/Assessor Review

Jeff Simmons: Jeff reviewed the notes that Sheila took at the recent meeting with Charlemont and Charlemont Ambulance Service and Phil Bonaiuto, Dept. of Public Health Office of Emergency Medical Services Field Supervisor. Jeff presented a large map that tracked ambulance calls to Heath in the last five years. It appeared that 80% of the calls could have been easily accessed by Colrain Ambulance Service. Jeff has some questions for Gary Ponce, who will be attending the meeting shortly. This topic will be revisited when all people attending are present.

Reviewed Minutes: *On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 4/22/14 Selectmen's meeting as presented.*

On a motion by Bill Lattrell and seconded by Sheila Litchfield, the Board voted unanimously, with one abstention, to approve the minutes of 4/29/14 Selectmen's meeting as presented.

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 3/4/14 Selectmen's meeting as amended.

7:11 p.m. Gary Ponce and Joanne Deady of Colrain Ambulance Service entered meeting and Tim Lively joined at 7:28 p.m.

Colrain Ambulance: Sheila introduced everyone in attendance. She shared that the Board is very interested in improving ambulance service in Heath. She described the recently formed exploratory committee that was assembled by Town of Charlemont Board of Selectmen in an effort to research what is needed to improve service to surrounding areas. Jeff explained map to all showing the majority of calls to Heath in the last five years could have easily been serviced by Colrain for a shorter response time. The relay of call is the problem with Colrain being fourth on call list. Gary shared that it doesn't make sense for bordering/nearby towns. Discussed response time, the call list and method of emergency dispatch. There is a need to improve service to Heath residents. Discussed the steps involved to make changes. Colrain is a private, non-profit organization. An agreement would need to be drafted. Currently there is no charge to provide service to another town. In July, 2014, they are increasing to a paramedic level of service – not full time to start. It remains a volunteer organization so they are able to do business at a low cost but after 2-3 years, may have to pay people to serve as paramedics. Discussed service zone and quickest response route options for Heath.

7:41 p.m. Alice Wozniak entered meeting.

Whitingham, a valuable, 24/7 paramedic provider for North Heath is another option. It doesn't make sense to pull from Greenfield when Whitingham is merely 10-15 minutes away. Colrain serves Halifax at times. Discussed paramedic needs for Colrain and how they will employ volunteers in the beginning. Discussed recent funding that passed at Annual Town Meeting to encourage EMT training in Heath. The need to nurture people in the field is critical. Imagined what the agreement would look like and how drafted. Ambulance contracts are excluded from Mass. Procurement rules. Colrain assures the Town that

they can handle the calls and consider all calls an opportunity to practice their craft. The call order and changes to it were discussed. The original run card was devised by Charlemont. Heath needs to create its own EMS service Zone Plan – need a system that works for Heath. An MOU (memorandum of understanding) is a possibility between Colrain and Heath. The main concern to address is the rapid response for residents. People need to be assured someone is coming and not from 45-50 minutes away. Jeff will do some further research and contact Linda Moriarty at the State level for guidance. Alice offered encouragement to grow this relationship with Colrain. She shared her utmost respect for the department and her first-hand witness to their exceptional dedication, work and outreach. Discussed training and joint work with Heath Fire Dept. Gary invited everyone to celebrate their 1,000th call on Saturday afternoon in Colrain.

8:10 p.m. Gary and Joanne left the meeting (Alice Wozniak left at 8:04 p.m.).

Continued Conversation regarding EMT/Ambulance Service for Heath: Jeff will research and work to draft a Service Zone Plan for Heath as the current plan doesn't meet the needs of Heath. He will review the current MOU as well. A letter will be sent to related towns (Hawley, Rowe, Charlemont) letting them know that the current plan is outdated and that Heath is interested in improving response time expressing that Heath would like to continue to work together to improve response time service. Jeff will provide an update via Kara and a subsequent meeting will be scheduled to continue discussions. The Board feels it is commendable that Colrain serves as volunteers with such excellent service. Incentives are needed including a PR campaign originated from Firefighter's Association including a Facebook page. The Board thanked Jeff for his research and contributions to the discussion.

8:35 p.m. Jeff and Tim left the meeting.

Mail/ Email:

1. Email correspondence between Mike & Jan Ameen regarding tandem hauls and truck/trailer weights
2. Email from Mike regarding his appointment and return to work
3. Article from Jan Carr regarding Supreme Judicial Court (SJC) ruling on conservation land
4. Memo from Tracey regarding Year End
5. Email from Jan Ameen regarding compactor – suggests a new vs. refurbished (\$1,075 more)
6. Letter from Town of Charlemont regarding Ambulance Committee.
7. Letter from Tracy Schott regarding interest in EMT training. Discussed EMT training and reimbursement. ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to encourage at least a one year commitment to the Town of Heath to anyone who receives reimbursement for EMT training. Reimbursement shall be provided in the amount of up to \$850 with proof of certification.*** The cost of a course including books, certification, and/or travel expenses may exceed the reimbursement amount. Kara will send a letter to Tracy Schott and inform accountant.
8. Email from Tracey regarding Transfer Station Large Items and procedure. Kara will inform Mike and ask that he remind Tom to enforce the large item procedure that is already in place. Kara will inform Tracey that a procedure is in place for the Town.
9. Memo from Kopelman & Paige regarding SJC allows police to render emergency assistance to animals. Provide a copy to Police Dept.
10. Email from Tim regarding EMPG grants
11. FRCOG Traffic Count request. Kara will ask Mike if he has a request and where.
12. Estimate for repair of cement steps from Tom Carlson/Homestyles. ***On a motion by Brian DeVriese and seconded by Bill Lattrell the Board voted unanimously to accept bid for cement step repair at Community Hall to Tom Carlson d/b/a Homestyles in the amount of \$635.***
13. Agenda for FRCOG Planning Board
14. Announcements for Select Board Essentials workshops

15. Email from Mike Smith regarding bridge problems (and response from Bill). Sheila says this bridge is on State repair list. Currently, it's restricted to one lane. ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to request from Highway Dept. two warning signs and two stop signs to be placed to alert people to yield to oncoming traffic at and near the bridge on Rt. 8A just south of Sumner Stetson Road.*** A barrier exists 3 ½ feet off the curb line to protect drivers from a hole in the deck.
16. Email from Alice Wozniak regarding Assessor Adm. Asst. position. Kara will do further research on salary vs. hourly positions. No action will be taken on this matter till further information available.
17. Excerpt from March 4, 2014 minutes (needs amending) and information from Town Clerk on assessor Adm. Asst. salary/position.
18. Heath Town Nurse monthly report
19. Email from Stacy Metzger regarding assistance regarding Green Communities Designation Application. Kara will forward to Renewable Energy Advisory Committee.
20. Article written by Mike Smith in Mass Interchange, Spring, 2014
21. Email from Sheila regarding Heath School choice openings. There are a total of 69 students attending from Heath in 2014-2015 year.
22. Minutes from North Cemetery Corp. meeting 4/24/14. Sheila will inquire with Kristi on use of attorney for transition of property.
23. Email response from Ken Elstein, HCOG re municipal aggregation and authorization letter that was questioned. Kara will ask HCOG what authority the Town has to give utility company permission to release customer data to HCOG.

Other Separate Documents:

24. Colrain Ambulance Annual Report
25. FRCOG invoice for Heath Municipal Complex Feasibility Study. Brian initialed for payment.
26. Town Coordinator Report

Other Business:

Update on Feasibility Study: Brian shared that they need to meet with the Heath Agricultural Society to discuss possible property purchase for the Complex Building project. A meeting is scheduled with the committee. The next step will be to create a realistic budget and determine the impact on the Town's tax rate.

Status of Dog Situation: Discussed that Ron Woodard has not responded to the Orders sent by the Select Board in response to Dog Hearing held March 8, 2014. Town Counsel offered options for taking the next step in enforcing the matter. ***On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to pursue criminal action on the Woodard dog matter.*** Kara will arrange a meeting with a police officer and animal control office to prepare paperwork for filing with District Court. The Board would like to ensure everything is prepared and ready to file.

Summer Scheduling: The Board will meet every other Tuesday beginning May 20. They will meet at 7 p.m. at the Community Hall (unless stated otherwise) on June 3, 17, July 1, 15, 29, August 12, 26, September 9 and 23, 2014.

Assessor/Collector Review by DOR Technical Assistance Div.: Zack Blake from the DOR met with Sheila, Don Freeman and Kara and then later met with Alice Wozniak and Elizabeth Nichols to initiate free audit that was requested by the town in order to get the DOR's opinion on software compatibility, tax rate setting process, deed project, etc. Sheila felt the team from the DOR was impressive and very knowledgeable. The audit will take approximately 4-6 weeks and will result in a full report with recommendations. The TAP program offering assistance to the Town in the tax rate setting approval process was mentioned. ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to request participation in the TAP pilot program.*** Kara will send the request to Kirsten Shirer, Deputy Director, Information Technology Section.

FRCOG FY15 #2 Fuel Bid: *On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to authorize Kara to make award decision on #2 Fuel bids for the Town on June 9, 2014.*

Signed:

1. Town of Heath Policy on Use of the Heath Community Hall: ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to accept revisions to the Town of Heath Policy on Use of the Heath Community Hall.***
2. FRCOG Traffic Counting Request form
3. Vacation Request
4. MassDEP Certification for Transfer Station Waste Ban Compliance Plan. ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve and sign the MassDEP Certification for Transfer Station Waste Ban Compliance Plan.***
5. Support Letter for H3872
6. Support for FRCOG application for a Mass in Motion Municipal Wellness and Leadership grant

On a motion by Bill Lattrell and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 10:05 p.m.

Next meeting scheduled for June 3, 2014 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator