

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
June 6, 2011

Called to order at 7:00 p.m. by Tom Lively, Chair with Sheila Litchfield present. Also present Town Coordinator Kara Leistyna, SF Independent Reporter Jenna Day and Al Canali for Wired West.

Reviewed Agenda: Added Al Canali, Municipal Lighting Plant; Fuel Bids for FRCOG; Beaver Issue; Pre-School.

Municipal Lighting Plant: Al Canali presented next step for MLP and Wired West. Dept. of Public Utilities must be notified that the Town of Heath has formed a municipal lighting plant. A plant is required under general laws of MA. Al suggested Heath Telecom as the name of the non-profit organization being formed. The BOS will oversee the lighting plant. On 7/16/11, a meeting will take place where the Co-op will formally be incorporated. A manager and delegate and alternate delegate need to be chosen to represent Heath at the Co-op meetings. Al is willing to continue as manager and delegate, and Art Schwenger has offered to serve as alternate delegate. (The manager and delegate can be the same person).

A motion by Sheila Litchfield, and seconded by Tom Lively, the Board voted unanimously to appoint Al Canali as Manger/ Delegate for Wired West Municipal Lighting Plant and Art Schwenger as Alternate Delegate.

Wired West Co-op membership fee is \$1,000.00. Tom suggested to Al to think about a stipend for compensation and recognition for service. Al mentioned that Northampton or Springfield are likely locations for meetings so mileage reimbursement may be needed. At this time, he is uncertain what the full commitment entails.

A motion by Sheila Litchfield, and seconded by Tom Lively, the Board voted unanimously to call the new Municipal Lighting Plant, Heath Telecom.

Al presented letter/form needed for July meeting needing certified vote of manager/delegate and alternate delegate as well as name of plant and signatures of BOS. BOS completed the form. Al will provide an invoice for membership fee and submit to Town for payment to Co-op after formation on 7/16/11. Progress reported.

7:28 p.m. Al Canali left meeting.

Mail & Email:

Response from K&P reviewed regarding Mackie property.

Discussed DEP Recycling Grant and options for purchase.

Revisited Beaver matter and discussed email from Mike Smith dated 6/6/11. BOH recommends permits for further work. The property owners would like the pond returned to a level before the beavers plugged flow device. Tom will speak with Mike. Asserted that due to private ownership of property, Beaver Solutions should complete work – not the Town.

Presented Aflac information. Kara will ask Kris if we already have this kind of coverage.

Discussed July meeting for final transfers – it will be held July 11, 2011.

Mike Smith requested lap top. BOS agreed if Post Office Manager is no longer using it.

Fuel Bids were reviewed. Low bidder was not chosen this year due to troubles over past two years including fuel contaminants.

A motion by Sheila Litchfield, and seconded by Tom Lively, the Board voted unanimously to approve the following bids:

- #2 Fuel Oil Bid; Fixed Price to Surner Heating @ \$3.62
- Diesel Bid; Fixed Price to Surner Heating @ \$3.85
- Gasoline Bid – Open; Rack Price Plus Mark-Up to Surner Heating Co, Inc. @ \$0.58.

Tom requested that we track gasoline usage in an effort to see if rack rate plus mark-up is more cost effective than a fixed price. Kara will ask Accountant to track.

Pre-School: Sheila reported that the District Council has proposed that the money raised to support the Heath Pre-School be used for Heath resident students first and then if slots open, free tuition for pre-school could go to other towns. The Budget Sub-Committee will meet Wednesday. Sheila spoke with our School Committee members. Ann Pacino will attend. The full Committee meets 6/15/11 – both representatives have been briefed and will attend.

Read police officer Employee Reviews. They need to be signed by the respective officers and returned to file. Kara will follow up with Margo.

Electrical Work at Community Hall: Eileen needs to seek three bids and send information to BOS.

3-Town Landfill: Kara will get minutes for BOS review. Any unapproved minutes need to be distributed to all three Towns. Need to convene a meeting to release Executive Session minutes. Kara will look through files to compile a list of dates and report back to BOS.

Transfer Stickers: Need Memo to Users. Kara will look through policy book. Also need a bulky waste item sticker to put on item to be discarded. Kara will ask Jan Ameen if these can be part of Sustainability Grant.

Solar Illumination (Flag Pole Light): Kara working on getting the equipment and wrapping up Renewable Energy grant.

9:01 p.m. Jenna Day left meeting.

Reviewed minutes.

A motion by Sheila Litchfield, and seconded by Tom Lively, The Board voted unanimously to approve minutes of 3/1/11 Selectboard Meeting.

A motion by Sheila Litchfield, and seconded by Tom Lively, The Board voted unanimously to approve minutes of 3/8/11 Selectboard Meeting.

Reviewed minutes of 3/15/11 Selectboard Meeting. BOS needs a memo reminder of new policy that takes effect starting 7/1/11 requiring timesheets be submitted by those who currently do not track hours. The BOS would like confirmation of actual hours devoted to do job. Kara will get a list of those positions who currently do not submit time sheets.

Kara will update wording on Request for Leave form and send a new one to all departments.

A motion by Sheila Litchfield, and seconded by Tom Lively, The Board voted unanimously to approve minutes of 3/15/11 Selectboard Meeting.

Sheila will review and track changes for 3/22/11 and 3/29/11 meeting minutes.

9:55 p.m. Sheila made a motion to adjourn. Tom seconded. The vote was unanimous. Motion carried.

Respectfully Submitted,
Kara Leistyna
Town Coordinator