

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
SAWYER HALL
June 21, 2012

Called to order at 7:01 p.m. by Sheila Litchfield, with Brian DeVriese, Tom Lively, Kara Leistyna, Town Coordinator, Al Bessette, RW Manager for Verizon, and Hilma Sumner, Town Clerk present.

Public Meeting on Petition 9AD7H7 of Verizon New England, Inc. Al Bessette, RW Manager representing Verizon, met with the Board and described the matter regarding pole replacement and new location. The Board looked at the documents and sketches. Tom asked a question regarding the span. Everything looked to be in order. Brian moved to approve the Verizon plan as submitted. Tom seconded. Vote was unanimous and motion approved.

7:08 p.m. Al Bessette left meeting.

Reviewed Agenda: Added to Other Business: Governor's Bill and Agreement for Franklin County Cooperative Public Health Service (to sign)

Governor's Bill: Town Counsel prepared a letter to Governor Patrick requesting that he file legislation with the General Court on behalf of the Town of Heath. The purpose of the legislation is to ratify the actions taken at the May 12, 2012 Annual Town Meeting and May 11, 2011 Annual Town Election, and all actions taken pursuant thereto, to the same extent as if the warrant for that meeting had been posted for the full period required by law. The warrant was properly posted but taken down for a brief time during the nine days it was posted. The proposed bill describes in detail that the meeting and election were fully publicized and the brief half hour that the warrant was inadvertently removed in no way affected the Town's ability to attend or participate in the ATM or to run for office or vote in the Annual Town Election. The letter will be signed by Representative Paul Mark and Senator Benjamin Downing and submitted to the Governor for approval. Town Clerk certified the vote taken and received a copy of all documents.

Brian moved to sign the Governor's letter and proposed legislation as submitted. Tom seconded. Vote was unanimous and motion approved.

Reviewed Minutes: 6/7/12

Brian moved to approve minutes of 6/7/12 Select Board meeting as amended. Tom seconded. Vote was unanimous and motion carried.

Scheduling: The Board decided to meet Wednesday, Sept. 5, 2012 rather than Sept. 6 due to Primary Elections. Also, because of schedule conflict, the Finance Committee did not meet with Select Board on 6/21. Conversations that were tabled on 6/7/12 will be resumed at scheduled meeting of 6/28/12. The Board will address all appointments at the 6/28/12 scheduled meeting.

Budget Planning Discussion/ Budget Calendar

The Board concurred that more time is needed for budget planning. Also, time is needed to discuss capital improvement projects to ensure plenty of time is allotted for planning/needs. The Board suggested starting these discussions 1-2 months earlier to gain a longer view to look at all needs and sources of funding and inviting all Departments to submit ideas for building needs/improvements/equipment purchases, etc. The Board feels meetings need to be efficient and agenda needs to be specific to certain discussion items. Also discussed was better closer adherence to budget calendar; having Article 3

completed one month prior to Town Meeting; and having warrant approved earlier. Performance review schedule was discussed and a suggestion was made to schedule reviews on anniversary dates rather than during budget season. Kara will compile anniversary dates for next meeting. Discussion will continue with Finance Committee on 6/28/12. Sheila and Kara will draft a revised budget calendar for review.

Mail/ Email:

- Town Coordinator Report
- Email from Planning Board/ Eileen Tougas/ Val Kaempfer regarding trailer bylaw, Mohawk Estates. The Board discussed the matter and reviewed the correspondence. The Board asserts that the FCCIP enforces Town By-laws. Their recollection was that back in 2006, the matter was thoroughly reviewed, discussed and approved. The Board's understanding was the policy stated that old trailers could not be replaced with new ones if there were more than one on the property. Kara will ask that the Planning Board follow-up and keep the Board apprised.
- Cash Summary May 2012. The Board had some questions on what some codes stand for and will ask Accountant questions when they meet next.
- Alarm Monitoring Agreement – Lee Audio 'n Security, Inc. Kara will get a quote for the cost of a full system test. She will also ask for clarification of issues encountered with the system recently. The Board feels if in fact we are not getting the service we are paying for, then we should solicit bids from different companies. The Board also suggests that either the custodian or town coordinator conduct routine tests of the system. Need to formulate a checklist and schedule. MIIA may have information and Kara will contact them.

Other Business:

Reviewed and discussed Highway skilled laborer/truck driver/operator salary matter. Need to review the classification system. Finance Committee will do an independent assessment to collect data on salaries for comparable jobs in comparable towns in Franklin County. Heath needs to be flexible and meet market conditions to remain competitive with salaries. The Board feels this is an important issue and they will continue to discuss and review with themselves, as well as with the Finance Committee.

Tom attended the Heath School graduation ceremony and presented Oliver Diamond with the Frank E. Carpenter Prize. Tom will bring the newly compiled perpetual plaque to the school and Eric Glazier will make a note in the newsletter.

Tom attended the Franklin County Selectmen's Association dinner. He shared that it was a nice, positive event. Each town donated a gift for Congressman John Over who is retiring. Tom donated a jug of maple syrup on behalf of the Town of Heath.

Weekly warrants were signed. Also signed were:

- FCCIP Updated Contract for Building, Plumbing and Wiring Inspection Services
- FRCOG Cooperative Public Health Service Agreement
- Vacation/Leave Requests

Brian moved to adjourn at 9:37 p.m. Tom seconded. Vote was unanimous.

Next meeting scheduled for June 28, 2012 at 7:00 p.m.

Respectfully Submitted,
Kara Leistyna, Town Coordinator