

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
July 11, 2011

Called to order at 7:03 p.m. by Tom Lively, Chair with Sheila Litchfield present. Also present Town Coordinator Kara Leistyna, Finance Committee Chair Don Freeman , Jeff Simmons, Dave Gott and Ned Wolf.

Reviewed Agenda: postponed Wired West to next meeting and will review minutes starting with most recent.

7:10 p.m. Finance Committee left meeting.

Reviewed Minutes:

A motion by Sheila Litchfield, and seconded by Tom Lively, The Board voted unanimously to approve minutes of 6/20/11 Select Board Meeting.

A motion by Sheila Litchfield, and seconded by Tom Lively, The Board voted unanimously to approve minutes of 6/13/11 Select Board Meeting.

7:40 p.m. Brian DeVriese entered the meeting.

7:42 p.m. Mike Smith entered the meeting.

A motion by Sheila Litchfield, and seconded by Tom Lively, The Board voted unanimously to approve minutes of 6/06/11 Select Board Meeting.

7:50 p.m. Finance Committee re-entered and Karen Brooks entered meeting.

FY11 Transfers: Finance Committee reviewed the transfer requests as a group. Don Freeman posed two questions regarding the surplus in both Police and Town Coordinator Salary accounts. Town Coordinator surplus was because the previous Town Coordinator was paid at a higher rate. The Board believed that the Police Salary surplus was due to an error and perhaps the officers did not work as much as anticipated. Kara will look into matter to confirm.

After questions answered satisfactorily, the Finance Committee recommended all transfers as submitted.

A motion by Brian DeVriese, and seconded by Sheila Litchfield, The Board voted unanimously to approve FY11 Transfers as submitted.

8:00 p.m. Dave Gott left and Bill Gran entered meeting.

Beaver Matter: Bill Gran, Don Dekker and Karen Brooks attended the meeting to further discuss the beaver matter on Long Hill Road. Tom affirmed that the Town is not doing anything further to the dam. The liability of the road was a concern and it is not the Town's position to increase the level of the water but rather to address the level when it gets too high. Bill Gran supports the repair of the Beaver Deceiver and return pond to prior level. He commended Mike Smith for all his hard work. Don Dekker read a letter affirming that Beaver Solutions would do the work necessary to repair the deceiver. The Town will confer with Town Counsel to understand liabilities/ responsibilities of Town going forward including responsibility after the fact of going in to relieve water level. Tom requested that in the future, concerns should be brought to the attention of the Board rather than the Highway Dept.

Sadoga Road Bridge Closure: Conservation Commission recommends that an engineer needs to develop a plan for repair. Mike Smith raised a concern about overall cost; three-sided box culvert is prohibitive – roughly \$300,000.00 and that does not include removal of old one. There are grants for bridge repair. Mike

Smith will meet with engineer Friday and will ask about funding sources; a grant is needed. Brian suggested grant writer, John Ryan out of New Salem. Bridge will be closed for undetermined amount of time.

Truck Equipment Bids: Opened bids Friday at 1 p.m. The lowest bids for truck and equipment came from Delurey Sales and HP Fairfield, LLC. Truck bid was \$83,995.00 and equipment bid was \$69,959.00 for a total of \$153,954.00. Tom noted that the voters approved \$110,000.00. Several companies were notified of bid request. Discussed options/ solutions. May be able to use Chapter 90 funds. Perhaps draft letter to Ben Downing regarding funding. Shortfall would have to be raised or transferred possibly from Stabilization at a STM. Mike Smith will ask bidders to hold prices till August 19, 2011.

Mike Smith presented vacation request.

Brian made a motion to approve vacation as requested from 7/18-7/26/11. Sheila seconded. The vote was unanimous. Motion carried.

Highway Bathroom: Reviewed progress. There is a problem with the concrete floor finish and is being followed up. If floor finish is sound, contractor will apply epoxy seal. Overall the work is an improvement. Mike will choose cabinets, order and hang them. The Board authorized up to \$500 for cabinets.

Mike Smith left meeting at 9:28 p.m.

Brian made a motion to pay Jerry Ferguson \$7,000.00 partial payment towards \$8,186.17 as requested. Sheila seconded. The vote was unanimous. Motion carried.

Board asked Kara to check with Accountant to be sure FY11 Special Project fund in the amount of \$11,000.00 for highway garage bathroom carry over as project remains incomplete and funds will be needed for final payment.

Discussed need for STM. Sheila will contact school or ask Ann Pacino to get status of roof repair for Mohawk. Will need to include on STM warrant at some point.

Margo Newton – pay rate request: Police Chief, Margo Newton, requested to return to an hourly rate of pay rather than a stipend. She requested the hourly rate for the last 8 days of FY11.

Brian made a motion to approve Margo Newton be paid hourly to June 30, 2011. Sheila seconded. The vote was unanimous. Motion carried.

Kara will send a follow-up memo asking Margo not to work more than 22 hours per month to avoid going over budget. Also, will ask Treasurer to confirm how Margo will be paid going forward – hourly or stipend.

Mail and Email:

Reviewed MOU for Violence Against Women Act, S.T.O.P. Grant Program per Margo Newton's request. Brian made a motion to support Margo Newton's participation in Violence Against Women Act, S.T.O.P. Grant Program. Sheila seconded. The vote was unanimous. Motion carried.

Reviewed and commented on note from Andrea Woods, FRCOG, regarding Bonding for FY 13 Construction Contracts. The Board commented that they prefer to ask for bond at time of execution of contract as is currently done.

Reviewed proposal from Bob Bourke, Recreation Committee, for fence replacement at basketball court at a cost of \$545.25 for materials.

Brian made a motion to approve Bob Bourke's proposal to replace the fence at a cost not to exceed \$545.25. Funds to come out of Recreation Fund #29-5-630-000. Sheila seconded. The vote was unanimous. Motion carried.

Reviewed and extended contract for Double Chip Seal. The contract date for work will be extended for 15 days to accommodate a weather related scheduling problem.

Other items from mail/ email:

- Option to tour Covanta incinerator in Springfield on July 25th;
- Request for Town to submit letter stating person that will serve as FRTA Advisory Board member – Tom will serve for FY12;
- Review MIIA Auto, Police, Fire Dept. Auto Fleet policy;
- Local Election District Review Commission met and approved single precincting for Heath – see poster in hallway;
- Kara presented schedule of activities for Franklin County's 200th Anniversary;
- Read Post Office Manager's new procedure for keys to the post office;
- Appointment of Representative to the FRCOG form – Tom will serve for FY12
- FYI, MA Municipal Guide 2011.

Discussed compactor boxes at transfer station. May need to purchase new or lease. Perhaps issue will need to be dealt with at STM. Kara will find out balance of Recycling Escrow account. There is still one box in use but it has a short life left.

Tom mentioned the flag in front of Sawyer Hall looks worn. Kara will request a new one from the Statehouse.

10:50 p.m. Brian DeVriese made a motion to adjourn. Sheila seconded. The vote was unanimous. Motion carried.

Respectfully Submitted,
Kara Leistyna
Town Coordinator