

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
July 28, 2015

Called to order at 7:00 p.m. by Sheila Litchfield, with Bill Lattrell, and Kara Leistyna, Town Coordinator present. Also present: See attached sign-in sheet.

Reviewed Agenda: Add to Other Business: News on Municipal Safety Complex grant, Highway Supt. applications, MTRSD Regional Agreement Review.

Municipal Safety Complex Grant: Bill summarized a phone call he had with Senator Downing in response to the recent letter received from the Executive Office of Administration and Finance (ANF), General Council stating they have terminated the contract between the Town and the ANF for the Public Safety Complex \$2 million funding. Heath attempted for months to contact the State to communicate regarding the grant. The reason given for the termination is “the unavailability of sufficient funds for the Commonwealth to fulfill its obligations under the contract.” Senator Downing and Representative Mark have proposed to the Governor to place the project on the shortlist for FY16 slippage funds, placing the contract on hold, subject to the availability of funds. They’ve also suggested that if funds are not made available, that ANF take steps to program the money into the FY17 capital plan. This project has begun and Heath has incurred expenses to date. The Town has been instructed to discontinuing spending as of July 31, 2015. The Select Board will work through legislative process to try to restore this very important funding. Kara will create a list of correspondence with State to date and expenses, and send to Senator Downing’s office. Discussed requesting the records to see how the funding could have been missed by ANF. Karen Dillard, the contact at ANF, was with Patrick Administration and now the Baker Administration. It was clarified that borrowing authorization does not count against levy limit – rather, the actual borrowing does. A resident asked what is Plan B? Response: Plan A is still on the table. Getting the funding restored will require patience, diligence and persistence.

Other Business:

1. **Mike Shattuck/Highway Dept. Update:**

Mike offered dates for road projects. Rt. 8A will begin on August 17; Dell Road on 9/8; and starting 9/14, all paving will begin.

 - Tree on Dell Road has been removed.
 - Steve Thane is working on Rt. 8A removing brush in preparation for work.
 - Sheriff’s Dept. Community Service workers are helping to clear brush.
 - Ditching next week. Dell is finished.
 - Will work on West Main St. drain next week
 - STRAP grant did not include funding for Police Detail. Mike will verify this and ask Margo Newton if he needs assistance.
 - All culverts from Vermont to Charlemont line have been checked. A couple of them need flushing. This can be done later.
 - There are drainage concerns on Dell Rd.
 - Discussed lubrication technology for loader. The cost is \$7,704 for installation of auto greaser which will offer constant greasing of pertinent parts. This saves money and is a first step to preventive maintenance.
 - Discussed maintenance schedules. The Board reminded attending residents that Mike Shattuck is serving as interim highway superintendent and answers will be provided at a later date. The option to have a maintenance person on staff has been reviewed and studied and it was

determined that it would be more costly than the Town can afford. How to track maintenance has been attended to for many years. Computer software is utilized and it will require someone to analyze the data to come up with a plan. Mike confirmed that logs are in the computer for hours, miles, filters, tires, etc. per piece of equipment utilized by Highway Dept.

- Discussed grader failure – a piece was not greased and offers reinforcement for the purchase of the lubrication technology to avoid this in future.
- Ken Erho has been hired as temporary a summer helper at \$12.83/hour for 30 hours/week.
- The Board thanked Mike for attending tonight.

7:50 p.m. Mike Shattuck left meeting.

2. **Robyn Provost-Carlson inquired about the Assessor position** and whether anyone was appointed. Appointment letters will be sent out tomorrow. Robyn also asked about the work week for the highway crew. She's wondering if it will revert back to 8 hour day. Wondering if it is a cost saving measure to have 10 hour work days, four days per week. The Board shared that Mike Smith had offered an analysis that showed a cost savings. The majority of the crew prefers the 10 hour day. Kara will send analysis to Kathy Inman and the Board encouraged Ms. Inman to read minutes that are posted on line. Work week will be reviewed during transition. A time clock was suggested. Some suggestions were offered by residents for the new position. Budget management and working within constraints was emphasized.
3. **Discussed Ford Escape** and whether the highway supt. should be driving this vehicle home. Decals are being replaced on all Town vehicles. Board will follow up.
4. **Discussed creating a policy for driveway culverts.** Kara will research whether other towns have such a policy and use wording to draft a sample.
5. **Town meeting postings:** Discussed whether to have some kind of statement posted that indicates where residents may view town warrant and meeting dates/times. Currently the warrants and postings are available in Sawyer Hall near post office, outside Community Hall, Sr. Center, Heath School, on the Town's website, in the newspaper, emails are sent, and sometimes an All Call message is sent to everyone signed up on E911/CodeRed system. Also, all minutes are posted on the website and offer information in detail on budget planning, etc. It has been suggested to have a posting option at the Transfer Station as well. Kara will solicit bids for a kiosk. Residents have a civic responsibility also to inform themselves.
6. **Discussed scheduling for highway superintendent position.** Will take place August 27 at Community Hall, beginning at 9 a.m. every half hour. A list of questions will be generated.
7. **Fire Dept. Support:** Sheila followed up with Ken Gilbert. She encouraged him to communicate with consultant, Hormidas Lively.
8. **Dog Matter:** Ed Grinnell was offered an update on matters. Sarah Hettlinger returned all equipment. Ed has not spoken with Ken Erho yet. Ken will also serve as Animal Inspector. Ed urged the Town to request vet records that he says will show the number of dogs exceeds 4. He asked if Town Counsel could get involved as the Town is not gaining any ground with this matter and it must come to closure. Two new complaints have been submitted. Kara will encourage Ken to reach out to Ed.

Mail/ Email:

1. Emails from various folks regarding grant between Heath and the Commonwealth.
2. Letter sent to the Governor by Senator Downing and Rep. Mark
3. Various responses regarding the termination letter from General Council
4. Article from MassLive 'Rural towns get greater voice in Massachusetts government
5. Letter from Seaboard Solar. They are meeting with you on August 4 to pitch net meter credits for the Town of Heath. Please read letter to prepare for discussion. Select Board not interested at this time.
6. Email from Karen Brooks. Salvation Box all set.

7. Emails from Gary Singley – various grant questions, etc. The Board explained that the STRAP grant funding is established by short term borrowing and is reimbursed 100%. Chap. 90 additional funds of \$31,999 paid for equipment to patch as needed. This allows year round patching year after year and will save money in long run. Tech School Capital funding will cost the Town roughly \$6-8,000 per year on the budget.
8. Confirmation of MBI meeting with BOS on Sept. 1 at 7:30 p.m. MBI will offer other options other than WiredWest. They request an hour. Heath has the flexibility based on how article was written at Annual Town Meeting.
9. Email from Martha Thurber regarding MTRSD Regional Agreement/input needed. Looking for input to broaden ability to collaborate. Will meet with school committee reps. Budge Litchfield and Ken Roche on August 4. Kara will confirm.
10. MIIA recommends increase in medical benefits totals \$2,490 increase in premium. Board would like to know what the recommendation for increase is based upon.
11. Kara touched base with STRAP grant contact at State – George Durante. Updated on transition. He and Mike Shattuck spoke so all in order.

Other Separate Documents:

12. Town Coordinator Report. Kara will ask Kris Nartowicz for updates on tax takings and housing rehab project.
13. Correspondence related to culvert question

SIGNED:

1. Mowing Contract between Town of Heath and Kathy Inman FY16
2. Vacation request

On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 9:35 p.m.

Next meeting scheduled for August 4, 2015 at 7 p.m.

Respectfully submitted,

Kara M. Leistyna
Town Coordinator