

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
August 8, 2011

Called to order at 7:06 p.m. by Tom Lively with Sheila Litchfield present. Also present Town Coordinator Kara Leistyna.

Reviewed Agenda: Added Heath Principal Update to Other Business and Phone Call from David Thane.

7:09 p.m. Brian DeVriese entered meeting.

Reviewed Minutes:

On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to approve Select Board Meeting Minutes of August 1, 2011 as amended.

7:15 p.m. Dave Freeman and Mike Freeman entered meeting.

On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to approve Select Board Meeting Minutes of July 25, 2011 as amended.

On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to approve Select Board Meeting Minutes of April 26, 2011 as amended.

7:28 p.m. Jenna Day, Reporter for Independent (name?) entered meeting.

Dave Freeman: Came to discuss need for Perc test and ask for help with matter regarding the building of a sugar house on Rt. 8A. Initial Perc test passed but because of a wetland (man-made), Conservation Commission will not sign off on permit to install septic system for bathroom/ candy kitchen facility. Dave would like to re-Perc at the advisement of Conservation Commission but the season to perc is over. The Select Board discussed matter with Dave and Mike and offered some suggestions and informed them both that it is a matter under the jurisdiction of the Board of Health and Conservation Commission. Because Dave is relying on funds from a Farm Viability Grant, he asked the Board to write a letter of good faith to the State to help with his effort to extend the timeframe to build. The Board agreed to write a letter, if needed.

7:53 p.m. Dave Freeman and Mike Freeman left the meeting as Jan Carr, Don Freeman, Ned Wolf and Jeff Simmons entered.

Finance Committee: Don stated that the Finance Committee will vote against recommending the raising of additional funds for truck and equipment purchase. Don gave several reasons for their position including low Stabilization fund; a loan would put pressure on FY13 budget; roof for high school will require at least \$110,000.00; valuations continue to fall and tax rates increasing, etc. Discussed replacement schedule for vehicles/ equipment. Don stated that voters want a tax break and asserted that the Finance Committee's job is to raise these concerns to the Board of Selectmen. Discussed Municipal Complex Committee and Space Task Force and that they will offer some suggestions for costs of space needs for the Town. Options were suggested for purchase of used truck. The Board will discuss various options for purchase of truck/ equipment with Mike Smith.

8:13 p.m. Rebecca Allen entered meeting.

Finance Committee presented a Budget Memorandum to the Board. The Board will review and respond at a later time. Reviewed pending STM articles.

8:21 p.m. Finance Committee left meeting.

Rebecca Allen: Reviewed Town Counsel's recommendations for CodeRed Services Agreement. Board discussed with Rebecca issue of who should sign. Kara made a copy of agreement and gave Rebecca the original signed document.

Brian moved to approve and sign CodeRed Agreement as amended by Town Counsel; Sheila seconded. The vote was unanimous. Motion carried.

8:38 p.m. Becky Allen left meeting.

Phone Call with David Thane: Tom spoke with David regarding the backlog of Conservation Commission. The Commission is falling behind for various reasons and are feeling overwhelmed. They have asked for help – possibly to hire a consultant for specific tasks. Kara presented a letter from Seajay Spencer, member of Conservation Commission. Seajay is also concerned with the backlog and feels she is not qualified for site visits on her own. Dave is not opposed to hiring Bill Latrell as a consultant part-time. The Board will invite the Conservation Comm. To have a conversation about how they can work effectively and explore with Dave how the Board can best support the Commission. Discussed whether FRCOG offers services and possible use of escrow fund. Fees could help cover consultant costs but they are low.

On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to hire a consultant for Conservation Commission to assist with backlog of pending permits not to exceed \$1,000.00.

Mail/Email:

Brian presented vehicle auction notice as a possibility to replace the Dodge or International Truck. Discussed Mike's email asking if he should participate in getting a replacement for Dodge. Tom will have a conversation with Mike Smith and follow-up.

Kara shared the following correspondence:

- 1) Hazardous Waste Collection Day, Saturday, September 24, 2011 at GCC Main Campus and Orange Transfer Station. Copies of notice and registration form were posted at Town Hall and Transfer Station.
- 2) Johnny Appleseed Tree & Landscape offering services for Landfill Mowing, etc.
- 3) MMPA Membership: Dues \$100. Offers assistance to public sector professionals in areas of human resource management and labor relations. Board declined to join.
- 4) Ann Pacino's email response regarding MSBA Green Project. Ann gave preliminary numbers for roof repair.
- 5) MIIA Grant Program FY12 announcement. Kara will forward to Mike Smith.
- 6) Perac Emerging Issues Forum – Sept. 14th conference in Worcester. Kara will forward to Treasurer.

Board read Town Coordinator Report. Kara picked lowest bidder for copier purchase and awarded contract to Aztec Office Technology People. She picked the Sharp MX-M363N. A contract is forthcoming. Will ask Aztec if they can remove the old copier.

9:15 p.m. Jenna Day left meeting.

Tom will talk with Mike Smith about installing Solar Flag Pole Light (purchased with Clean Energy Choice Matching Grants).

Discussed use of Town Coordinator's computer.

Beavers: Received response from Town Counsel regarding Long Hill Road Beaver Dam. Mark Reich said, "the removal of beavers and their lodges is a matter requiring coordination with and

approval of the state's Dept. of Env. Protection." As for the water level, if Town acted in accordance with permission granted to access private property, and did not cause damage, the Town according to Mark, has no further obligation. He does not feel any of it sets a precedent with respect to Town obligations. He also mentions tort immunities with respect to claims the owners may have against the Town. For future work, Mark advises that an agreement holding the Town harmless from any claims be signed.

The Board will respond in writing to Karen Brooks, Bill Gran and Don Dekker who shared concerns and requests regarding the dam at previous Board meetings.

Discussed Appointments and questions that arose regarding terms. Accountant has traditionally been a one year appointment but it was pointed out to the Board that it is a three-year term. Will verify. Also, Kara will revise list to distinguish paid employees vs. volunteer appointments and bring to next meeting.

Reverse 911: Board would like to check on status. Kara will check with Becky Allen.

Signed warrants and vacation request from Post Office Manager. Also, signed documents for Town Clerk as well as Mike Smith.

Kara will ask Accountant how Town can obtain 'on account' or 'credit card' status so Town employees don't have to use own credit cards to make purchases.

Next meeting is scheduled for August 29, 2011 at 7 p.m.

On a motion by Tom Lively, and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 10:30 p.m.

Respectfully Submitted,
Kara Leistyna
Town Coordinator