

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
August 6, 2013

Called to order at 7:08 p.m. by Sheila Litchfield, with Brian DeVriese, Bill Lattrell and Kara Leistyna, Town Coordinator present.

Reviewed Agenda: Added to appointments: Terry Walker, STRAP Grant Writer at 8:30 p.m.

Reviewed Minutes:

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve Select Board meeting minutes dated 7/30/13 as amended.

7:25 p.m. Karen Brooks entered meeting and Mike Smith entered shortly after.

Karen Brooks: Karen shared that many calls come into the Board of Health for zoning related issues. She suggested to the Planning Board that they have a clerk. The Select Board encouraged any building related calls be referred to the Building Inspector's office as they enforce zoning rules. Brian shared that he attends FCCIP meetings to ensure needs of resident's are met. The Board encouraged the BOH to document concerns and then follow up with FCCIP including a narrative with date and cc to Planning Board.

7:36 p.m. Jan Ameen, Exec. Director of FC Solid Waste Management District (FCSWMD) entered meeting.

Jan Ameen: Jan shared that she and Mike Smith assessed the concrete pad at the Transfer Station. Jan and Mike shoveled and found the pad sunken and heavily decayed area. The supports of the shed are rotten from elements/age. The box is sinking and the unit is pitched forward. The rear is low and in an area that accumulates water. The retaining blocks are disintegrating and all requires significant rebuild and the area could use some updating of design. Jan thought this an opportunity to begin discussions on how to move forward with a plan for repair. Once a design is agreed upon, DEP should be included in process. Also, Jan suggested an improvement in traffic pattern. She feels this is an urgent matter but will not pose a problem in the immediate future and should be fine through the winter. Discussed possibilities for temporary solutions and designs that other towns use. Jan roughly estimates a cost of \$30,000 (new compactor, pad and repairs). MIIA Hazard Mitigation Grant is a possibility for some funding. Discussed budget and plan. Mike will work with Recycling Comm. and Jan Ameen.

Discussed Bulky Waste Day for Heath. Karen suggested the BOH revolving account could pay for it. Discussed details and what would be collected and where. Jan shared that a 30 yard container would cost approximately \$300. Decided that holding it on a Saturday at the Transfer Station would be the most convenient plan.

8:05 p.m. David Howland entered meeting.

Amy Donovan from FCSWMD will help organize event. Discussed logistics with Mike. May require two staff overtime which Mike estimated would cost approximately \$400. Jan announced the Household Hazardous Waste Day will be held Sept. 21, 2013 at GCC and Orange Transfer Station from 9am-12 noon.

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to sign the MOU between Heath and FCSWMD regarding Household Hazardous Waste Day to be held 9/21/13 at GCC and Orange Transfer Station.

Jan will forward a signed copy to Kara for files.
Board encouraged Karen to ask Recycling Committee to meet.

8:11 p.m. Jan Ameen and Karen Brooks left meeting and Terry Walker entered.

David Howland, Heath Historical Society: Dave called this a courtesy visit regarding Whittemore Spring. He shared a summary of the work devoted to the spring and the donations but after eight years reported that not much has been done due to restrictive laws and costly maintenance. Some Historical Society members have conferred with the Stowe family whom donated some funds to the effort and the family agreed that the Historical Society could use the remaining funds held in an account with the society to be used for the roof renovation project for Solomon Temple Barn (approx. \$1,500). The Board of the Historical Society voted at a previously scheduled meeting and the Select Board concurred that this use of money made good sense.

8:25 p.m. David Howland left the meeting.

Terry Walker/STRAP Grant: Mike Smith and Kara Leistyna are working with Terry on a grant application for a STRAP Grant. The purpose of the grant is to improve a 5.1 mile of 8A from Charlemont Town Line to the VT State line excluding the portion that was already repaved last year. The road will be upgraded using Cold in Place Recycling, Hot mix asphalt and culverts will be installed as needed. New catch basins will also be installed as needed. All work will be considered as safety improvements. Terry explained the grant application process and what is needed. One item, whether voters or the Select Board authorized submission of the application and /or acceptance of funds, Kara checked with Town Counsel and the response was: *The Board of Selectmen is the Town's executive body while Town Meeting serves a legislative role. The provisions of G.L. c. 44, sec. 53A authorize a Town department or officer to accept grant funds and to expend those grant funds with the approval of the Board of Selectmen. No authorization of Town Meeting is required. Many towns include articles on warrants for acceptance of grants. Unless a particular town has a charter or bylaw provision requiring authorization of Town Meeting to accept a grant, or if the grant itself has such a requirement, in my opinion Town Meeting authorization is not required.*

Terry reported that the application is going well and submission deadline is 9/13/13.

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Select Board voted to approve the revised STRAP request in the amount of \$983,102 dated August 6, 2013.

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to hold a Public Hearing on August 27, 2013 for Safety Improvements Project STRAP proposal.

Certified mailings will be sent to all abutters announcing the project and public hearing. Discussed whether there is a waiting time period and Terry will find out the answer. If the grant is approved, Mike requested that Terry administer the project. He shared that a fair amount of managerial skills are needed and although he can help manage it, it would be beneficial to have someone knowledgeable in the process and added that Terry is qualified. The Board discussed and felt that the cost of the managerial fees could be figured into the FY15 budget.

Mail/Email:

- Building Maintenance Coordinator report
- Mike Smith's email response regarding Clean Sweep Day
- Heath Nurse monthly report
- Verizon update from Accountant
- Email response from Town Counsel regarding STRAP Grant
- HRA Contract samples and info.
- **Town Coordinator report**

1. Ron Woodard property needs an inspection of dog pens. Sarah Hettlinger, ACO, needs to visit the property with another person to conduct inspection and follow up. Sarah may call and get complaint information over the phone for the file.

2. Select Board scheduled STM for October 15, 2013 at 7 p.m. at the Community Hall. Kara will notify Planning Board, Accountant, Town Clerk and Finance Committee.

3. Bill Lattrell, Margaret Freeman and Mike Smith assessed areas for placement of Historic District signs. They will be placed prior to fair.

4. Discussed Recycling Roll-off invoice. ***On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted to authorize payment of the invoice in the amount of \$894.43 to be paid from the Recycling Revolving account.***

5. Will discuss prioritization of Chap. 90 money for highway projects with Mike Smith at a future meeting. Pondered the possibility of bundling Ch. 90 funds for large projects. Will confer with Mike at same future meeting.

6. Scheduled for September BOS meetings: Rescheduled 9/10 meeting to 9/3 and will meet again on 9/17. Weekly meetings will commence on October 1, 2013. Will review budget calendar at 8/27 meeting.

Other Business:

HRA Community Block Grant/Septic Loan Program: Kara will ask MJ Adams at FC Housing and Redevelopment Authority to make changes to contract for Septic Loans for Heath.

Follow up to **Request for Traffic Sign:** ***Margo inspected area and recommended a NO PARKING ANYTIME sign at Judd Road.*** Need cost of a sign. Kara will ask Mike Smith to get a price for the sign.

Signed:

1. Weekly Warrants
2. Request for Leave
3. COA FY14 Formula Grant/Allocation Statement of Authorization

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 9:22 p.m.

Next meeting scheduled for August 27, 2013 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator