

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
September 1, 2015

**Called to order** at 7:02 p.m. by Sheila Litchfield, with Brian DeVriese, and Bill Lattrell and Kara Leistyna, Town Coordinator present. See sign in sheet for others present.

**Reviewed Agenda:** Brian presented Mass DEP certification of Operation of Transfer Station. Will contact Jan Ameen to be sure she has copy.

**Minutes:** *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 8/4/15 Select Board meeting as amended.*

**Massachusetts Broadband Initiative (MBI):** Eric Nakajima, Director MBI and Christine Hatch, Outreach Manager MBI, attended tonight to introduce themselves and offer answers to any questions regarding the broadband build-out. Mr. Nakajima reviewed the process whereby the last mile broadband, high fiber internet build out will occur. He emphasized that MBI's role is to manage State funds, not to manage the ownership/management of the asset. MBI however, is very interested in sustainability; to see it succeed. WiredWest will provide over site of project. Mr. Nakajima acknowledged what a tremendous community coordination this has been. Mr. Drawe, Treasurer of WiredWest, shared that the design has been a challenge but how important it is to finalize it to minimize change orders. He said that it makes sense to target 'clusters,' or groups of abutting Towns. Cost of make ready work is uncertain but it is projected to be 30% of cost. Discussed pole work, whether new are needed, the cost, replacement, and database maps. A pole inventory is essential. The work schedule will be posted on MBI's website. Discussed the 40% take rate and how important it is. Heath needs two more families to sign up for service. Jim shared that it is not unimportant – 40% ensures sustainability, work will proceed. They will be sending out another mailing with an updated mailing list from Towns. The previous list was outdated and resulted in many households not receiving information. When asked, Mr. Nakajima said that \$5 million was allocated for administrative costs from the \$40 million. He added that the money is authorized for a certain timeframe which is incentive to get the project finished. They will be meeting every three months with Senate President and Western MA Delegates. MBI will not receive revenue from this service.

**8 p.m. Eric Nakajima and Christine Hatch left the meeting as well as Art Schwenger, Al Canali, Jansen McNay, and Jim Drawe.**

**Heath Fire Dept. Review:** Hormidas Lively attended tonight to offer an overview of his recommendations for the Heath Fire Dept. Because Mr. Lively is offering a summary of his report, it was agreed there was no reason to hold an Executive Session. Chief Mike Smith has retired from the department. The goal of these recommendations is to allow the Town to have a strong and effective fire dept. going forward. This is just a beginning in the process to enable more open communication between the Fire Dept. and the Select Board. Mr. Lively suggests that the Board review the situation to assist with tasks of recommendations to retain members or encourage former members to return. All members of current dept. and former members spoke with Mr. Lively. He developed recommendations to the Board of Selectmen so they could use it to that end. Fire Dept. members are committed to ensuring an effective Fire Dept. Discussed recruitment; report offers suggestions. Discussed new station and what to do in interim. Current conditions are deplorable; equipment outdated; whatever can be done to upgrade with small fixes will help. The conditions are important for retention and recruitment. Safety is a big issue. No toilet facilities in EOC and these are needed. Discussed operation and the suggestion of designating a training officer, with a job description. Covered some training options through Academy and scheduling.

Flexibility important to allow others to train if they have a schedule conflict. Working with other departments (towns) was offered as a way to maximize training options and provide a collaboration that may help with recruitment. Some current Heath firefighters serve on two departments. Rules & Regulations need to be developed by the department and adhered to by all members. Inter-departmental communication is key. A liaison can be designated to communicate between Fire Dept. and Board of Selectmen to improve communication. Grievance procedure suggested. Mr. Lively also suggested a program of recognition of accomplishments on and off fire ground within department or during an emergency at Town level. Exit interviews for outgoing members was recommended. Discussed Firefighter's Assoc. and policies. Mr. Lively concluded by saying that Heath is fortunate to have dedicated firefighters and the Town is well served by members of the department. He acknowledged that Former Chief Smith ran the department for 20 years implementing some good structure. These current recommendations can help steer the department in the right direction. Mr. Lively wished Mr. Smith, who was not present, a good future. The group offered applause and gratitude for Mr. Lively's assistance.

Sheila will attend Firefighter's Assoc. meeting on Thursday to brief fire department on recommendations.

**Tom Carlson – Update on projects:** Tom asked that the Board of Health or whatever entity is responsible, test the area in the fire department that requires sheetrock/ceiling panel replacement. Discussed Tom's interest in highway superintendent position. The Board is not scheduling an interview at this time.

*On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to accept Mike Smith's resignation from Fire Chief with regrets.*

*On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to appoint Ken Gilbert to serve as Deputy Fire Chief with full signatory authority as Interim Chief, effective immediately.*

#### **Other Business:**

1. Status of Dog Matter: Hearing Sept. 8, 10 a.m. Town Counsel and Chief Newton will attend.
2. Support to Fire Dept.: Mike Smith would like an Exit Interview. Gary Singley would like one as well, but he is not appointed by the Board of Selectmen.

#### **Mail/ Email:**

1. Request for new vacuum (with estimate) from Tim Lively
2. Email from Bob Dean re: HUD Disaster Resilience Potential Grant Funding
3. Email from Mike Smith. He would like an exit interview.
4. Information on Lubrication Technologies provided by Mike Shattuck
5. Danek Excavating estimate for highway dept.
6. Email from Mark Reich re: public records request
7. Email from Northeast Planning. A draft is available for review of comprehensive conservation plan and environmental impact statement for the Silvio O. Conte National Fish and Wildlife Refuge. Public comment until 11/16/15.
8. Email from ABCC with information on new streamlined application process.
9. Mike Smith's email and letter announcing his retirement and Email from Sheila re: Mike Smith's announcement of retirement.
10. Email from Bill Lattrell summarizing conversation with Tom Carlson re: projects
11. Email from Christine Hatch, MBI with policy
12. Emails from Gary Singley re: Highway Dept.
13. Email from Debbie Cavalier (cc) re: Mohawk Estates
14. Email from Rebekah Boyd-Owens (FRCOG) encouraging towns to apply for MA Community Compact with Baker/Polito Administration. It's a voluntary Community Compact agreement with

the state, a town agrees to work toward implementation of best practices with support from the Commonwealth. Then Towns are offered incentive grants. Info sessions are offered to ask questions.

**Other Separate Documents:**

15. Town Coordinator Report

**SIGNED:**

1. Treasury Warrants
2. Assessors Annual Mapping Contract. Landfill Third Party Inspection MOU
3. FCSWMD HHW MOU
4. Vacation Request
5. FC REPC Emergency Transport MOU

*On motion by Brian DeVriese, seconded by Bill Lattrell, the Board voted unanimously to sign the Assessors Annual Mapping Contract as recommended by Assessors; the Landfill Third Party Inspection MOU, and the Household Hazardous Waste MOU.*

*On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 9:38 p.m.*

Next meeting scheduled for 9/08/15 at 7 p.m.

Respectfully submitted,

Kara Leistyna  
Town Coordinator