

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

Called to order by Tom Lively at 7:03 p.m. with Sheila Litchfield and Brian DeVriese present. Also present Town Coordinator, Kara Leistyna.

**Agenda was reviewed** with updates on dog incident and flu vaccines added to Old Business.

**Minutes:**

Brian moved to approve the minutes of October 3, 2011 as amended. Sheila seconded. The vote was unanimous.

Brian moved to approve the minutes of September 26, 2011 as amended. Sheila seconded. The vote was unanimous.

Brian moved to approve the minutes of July 11, 2011 as amended. Sheila seconded. The vote was unanimous.

7:30 p.m Kristi Nartowicz and Margo Newton entered meeting.

Margo Newton offered a brief update on the illegal dumping in town. Margo left meeting at 7:40 p.m.

**Emergency Appropriations Borrowing Certificate:**

Kristi Nartowicz presented to the Board a booklet entitled: Emergency Borrowing Information Packet for the Towns of Blandford, Buckland, Colrain and Heath. Kristi does not have hard numbers yet but would like to request to borrow \$650,000 (may have to borrow more later). Board read Emergency Appropriations Borrowing Certificate. Kristi noted that Unibank will have one account to work with to keep it simple. Rates will be less than 1%.

Sheila moved to appoint Brian DeVriese as Clerk of the Board of Selectmen. Tom Seconded. The vote was unanimous. Motion carried.

Brian, as Clerk of the Board of Selectmen, moved to vote that in accordance with General Laws Chapter 44, Section 8(9) there is authorized and approved the borrowing of \$650,000.00 to pay emergency appropriations associated with the Town's response to Tropical Storm Irene, which are described in Exhibit A. Further, that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer are authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote. Sheila seconded. The vote was unanimous, motion carried. The document was signed by Brian DeVriese.

7:40 p.m. Dawn Peters entered meeting

8:05 p.m. Kristi Nartowicz left meeting.

**Conservation Commission:** Dawn Peters reported to the Select Board that the Conservation Commission needs 2-3 people to serve who have time to devote interest in trainings. Currently, there is no Chairperson. The Commission especially needs someone who is good with organization, filing, recordkeeping, and is computer savvy. Brian suggested a Clerk position be created similar to the Assessors and BOH Clerk positions. Discussed classes/ certification, equipment, recruitment and FRCOG resources. Dawn noted that someone who serves should have knowledge in (or be willing to take training in) Wetlands Protection Act/ Soils, vegetation training and familiar with the on-line permitting system. Sheila will create an enticing newspaper advertisement. Kara will draft a job description of Clerk with the help of Bill Lattrell. Board will confer with Finance Committee to discuss stipend/ clerk

position to determine amount of compensation. Tom volunteered to attend the next Conservation Committee meeting, Thursday, Oct. 27, 2011.

9:00 p.m. Dawn Peters left meeting.

**Mail/ Email:**

- Report of dog bite from Baystate Franklin –Sumner Stetson Road. Notified Bob Tanner.
- FCCIP Monthly Update
- Notice from US Dept. of Commerce regarding Census. First phase of 2011 Census of Governments. During the month of Oct. a survey will go out collecting location, characteristics, and limited financial data about Heath local government. Goal is to look at the economic activities of America's governments.
- FRCOG Emergency Planning Committee survey
- Hampshire COG: Regarding green initiatives throughout Western MA. Municipal Solar Program for Town Halls, Fire Stations, Safety Complexes, Schools, Libraries, Landfills, etc.
- 20/21 in Boston.
- FYI: 34 Royer Road was conveyed to Fannie Mae on October 3, 2011.
- Heath School and Community Potluck Supper, Friday, Oct. 14, 6-8 pm at the school.
- Support letter for increasing the cap set on MA solar net-metering program.
- Invoice from Glenn Johnson, Tri-Town Mowing
- Bill schedules (copies) for Storm Irene -- FYI

**Town Coordinator Report:** Board read report.

- Kara will contact Garaventa New England for a quote on maintenance services for the LU elevator in Community Hall.
- Sheila will follow-up with Bob Tanner on Animal Control By-laws and Inspector duties.
- Discussed Comp Time. Kara researched the law and the Board discussed Heath Personnel Policy. Review to be continued.

**Old Business: Follow-up from previous meeting**

**Dog incident:** Sheila spoke with Bob Tanner about dog incident. He is all set but needs a form for reimbursement. Sheila will again follow-up.

**Flu Vaccine:** More vaccines are available from the State. Claire Rabbitt has been informed. With the greater availability of vaccines, flu clinics can be held for residents.

**Documents Signed:** Warrants were signed.

10:15 p.m. Brian moved to adjourn. Sheila seconded. The vote was unanimous

Next meeting is scheduled for 7:00 p.m., October 25, 2011.

Respectfully Submitted,  
Kara Leistyna, Town Coordinator