

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
October 29, 2015

**Called to order** at 7:02 p.m. by Sheila Litchfield, with Bill Lattrell and Kara Leistyna, Town Coordinator present. Also present: Karen Axtell, MA DOT, and Mike Shattuck, Highway Supt.

**Reviewed Agenda:** Add to Other Business: C.A.D. (Computer Aided Dispatch)

**Bridge Replacement/Repair:** Karen Axtell, MA DOT's Right of Way Bureau's Compliance Officer, attended tonight to discuss with the Board the two upcoming bridge projects, Dell Rd. and Sadoga Rd. The Dell project (Jacksonville Stage Road over Mill River) is approved to be scheduled for public hearing. Michael Bastoni will reach out soon to begin scheduling. The plans for Sadoga bridge are still in draft form but slated to begin August, 2016. Because of the timing and Federal funding, these projects need to be placed on Special Town Meeting to ask voters to authorize the Board to participate in decision making for these projects, as they progress. Reviewed maps. Right of Ways exist in Town. Easements are on private property for utilities, guard rails, riprap, slope easements, or wall easements. Sheila excused herself from this part of the discussion because of a possible conflict of interest due to familial relationship with abutter. Should the voters approve the articles, the Board vows to publicize any and all meetings associated with decision-making on these projects. Discussed construction and road detail/closure if needed. Concerned with potential interference with bus routes. Karen encouraged the Board to work with Moderator and Town Counsel. This is critical because of timing – the Town does not want to jeopardize funding for either project as it totals roughly \$3 million. The Town must move forward expeditiously. Discussed whether or not money was needed for projects. Karen shared that Chap. 90 funds may be used, or property owners may donate land. Funds would potentially be needed for appraisals, reviews, and just compensation. Discussed meeting with abutters letting them know they may be affected by the projects. No negotiations may occur. These projects do not fall in line with Annual Town Meeting so it is encouraged that these matters be handled at the upcoming Dec. 1<sup>st</sup> Special Town Meeting. Karen reviewed the process of Eminent Domain. Small Towns do not have the ability to take property automatically so the authority has to be given by voters. Residents are encouraged to support this process to take advantage of the Federal funding. Moderator, Doug Wilkins will be invited to discuss these projects. Public Hearings will most likely take place in January or February and Karen will be present at these hearings. Sheila will email Mr. Bastoni with a series of questions. Looked at project plans for Sadoga Road bridge. Mike will research ways to eliminate paving on Sadoga Road to present at hearing. He feels it is excessive on this particular roadway. A meeting including Dist. 1 Bridge Engineer, Mark Devylder, is encouraged with a member of Select Board and property owner(s). Karen offered her availability if further questions arise. She was thanked for her attendance at tonight's meeting.

**8:55 p.m. Karen Axtell left meeting.**

**Highway Update:** Mike shared that he took a class recently that covered road maintenance/needs/preventive treatments to prolong life of paved roads. Roadways need some kind of preventive maintenance within three years. Mike will research cost/mile. Heath has 27 miles of paved roads. Number Nine Rd. is already starting to deteriorate. It needs an overlay. Mike needs to research cost effectiveness. May be able to use federal funding on roads considered "rural major collectors."

Discussed work schedule. Three out of four crew members have expressed desire to stay with 10 hour day/4 days/week year-round. They will work 6 a.m. to 4:30 p.m. with half hour unpaid lunch, and one 15 min. morning break (paid). Discussed benefit of tracking over several years.

**9:04 p.m. Mike Shattuck left meeting.**

**Other Business:**

1. Tax Rate Recapitulation Form: Reviewed draft. Will discuss together with all pertinent departments on Nov. 17.
2. Budget Planning FY17: Reviewed calendar.
3. Heath School Lease Agreement Review: School Committee advises to renew as is for another 10 year term as allowed per lease. District shall initiate renewal request in writing to the Board of Selectmen. Kara will inquire with Town Counsel on whether the Board has the authority to accept the request to extend lease with District.
4. Special Town Meeting: reviewed warrant. Will add articles for bridge projects. Will email warrant draft to Finance Comm. and Sheila before 11/10 meeting. Sheila would like to include an appropriation article on warrant to defray any associated right of way expenses connected with either project. Perhaps creating a "Bridge Land Easement" Fund.

**Minutes: *On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to approve the minutes of 10-13-15 Select Board meeting as amended .***

**Mail/ Email:**

1. Heath Nurse Report
2. Recycling Comm. minutes
3. Email from Town Counsel regarding warrant article for land sale
4. Excess & Deficiency MTRSD
5. Email from Dave Howland re: STM
6. Email from Bill Hoyerman. Ready to sample at landfill next week. I'll compile a timeline to keep you apprised of matter.
7. Email from Phoebe Walker – she'll be here to discuss Comm. Compact on 11/10
8. Email from Bob Bourke re: Municipal Complex Comm.
9. Email from Ken Gilbert re: budget for Fire Dept./STM
10. Email from Mike Smith – he'd like an Exit Interview 8 p.m., 11/10
11. Email from Al Canali re: WiredWest Operating Agreement
12. Email from Don Freeman summarizing Fire Dept. Finances
13. Email from Sheila Litchfield re: Tax Recap Form
14. Email from Tracey Baronas re: Tax Recap Form
15. MTRSD Proposed Budget Meeting Schedule & Projects
16. FRCOG CPHS – Training Nov. 18 MA Joint Use Toolkit, developing a joint use budget, and managing risk (making spaces available to the public when they are usually closed).

**Other Separate Documents:**

17. Town Coordinator Report
18. 10/13 minutes for review
19. FY17 Budget Calendar for review
20. STM warrant draft
21. WiredWest Operating Agreement

**SIGNED:**

1. Treasury and Payroll Warrants
2. COA Grant Contract
3. Vacation Request
4. Letters

Next meeting scheduled for Nov. 10, 2015 at 7 p.m.

***On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 10:20 p.m.***

Respectfully submitted,

Kara Leistyna  
Town Coordinator