

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
October 14, 2014

Called to order at 7:02 p.m. by Sheila Litchfield, with Brian DeVriese, Bill Lattrell, and Kara Leistyna, Town Coordinator present.

Reviewed Agenda: Added to Appointments: Mike Smith, Highway Superintendent

Reviewed Minutes: Will review 10/7 minutes next scheduled meeting.

Select Board Tasks and Follow Up: Reviewed 10-hour work week data provided by Mike Smith. The Board has some concerns. Having three days a week with no coverage during winter months could be problematic. Looked at comparisons between 8 hour work day vs. 10 hour work day with computed overtime and whether there was a savings or not. To be discussed more fully with Mike Smith.

7:20 p.m. Mike Smith entered meeting with Dennis Peters arriving shortly after.

Dennis Peters/Veteran's Services Update: Dennis attended an informational session to review information pertaining to a merger request by Central Franklin County Veteran's Services to join Greenfield and Leyden in a new county-wide veteran's district. Dennis shared that the cost would be roughly \$125,000 vs. \$140,000 to remain a separate District. Legislators have been contacted in an effort to raise transitional funding to create a county wide veteran's district in the amount of \$23,846. A Board meeting will be held on Nov. 13. Questions will be answered and the Board will be asked to vote on the merger. If the merger is approved, the Board of Selectmen in Heath will be asked to enter into a contractual agreement with the new district.

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to withdraw from the Central Franklin County Veteran's Services and join the Upper Pioneer Valley District effective July 1, 2015.

7:30 p.m. Dennis Peters left meeting.

Mike Smith/Highway: Mike discussed truck repairs with the Board. The small truck needs the front end evaluated and repaired. It needs new brakes and some other front end parts. Rotors cost \$900 each. The spindles, stub axels, seals ABS rings and a few other parts need repair. Parts alone will be roughly \$6,000. Now another truck is in for repair as well. Machinery Maintenance budget will need to be reviewed and possibly increased going forward.

10-hour work day and upcoming winter months: Mike has lined up two relief drivers on an as needed basis for plowing. If a storm occurs on a Friday, plowing will be a priority for crew. Board feels residents may have concerns but they are willing to try it and see how it goes this winter. Mike will discuss with crew. If unsuccessful, schedule will revert back to 8-hour work day.

Mowing: Almost complete. 30 more hours in budget and job will be completed.

Fire Dept.: Discussed recent response to limb down on Rt. 8A that was resting on phone lines. Verizon would not respond. Perhaps a letter to D.P.U. explaining that telephones are not the jurisdiction of Town. It is Verizon's equipment yet they will not respond when a call comes in that lines are down. Mike will discuss with firefighters. He feels once the hazard mitigation is complete, Emergency personnel should leave site and not act as traffic control.

EMT reimbursement request for training: Eli Smith submitted a letter requesting EMT Training reimbursement. He will sign an agreement and once training has been completed, may request

reimbursement up to \$850. On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to accept Eli Smith's request for reimbursement for EMT training. Ken Gilbert, Deputy Fire Chief will sign on behalf of Fire Chief.

Request for 95 gallon returnable bottle/can container at transfer station: Tom Flynn has requested a container. Purchase would be through the FC Solid Waste Management District. The Select Board would like to know who will be responsible for emptying it. Kara will contact PTP (Parent Teacher Partnership) and ask if someone would like to take on the task of emptying as a fundraiser for PTP.

Pay as you Throw (PAYT): Tabled till further discussion.

Compactor Project: Brian will create a site plan for project.

8:19 p.m. Mike Smith left meeting.

Mail/ Email:

1. Invoice for step repair at Community Hall. *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve invoice in the amount of \$635 made payable to Homestyles.*
2. Email from Claire Rabbitt regarding North Cemetery Corp. Kara will schedule a meeting.
3. Email correspondence with Ken Elstein regarding Municipal Aggregation and notice from DPU
4. Email from Accountant. MIIA insurance budget is overdrawn due to new vehicles added to policy. I'm waiting for a final number from MIIA but it will require either a reserve transfer or STM.
5. Emails from Sheila with HRA regarding Conflict of Interest and Gloria's resignation from Finance Committee. Sheila is inquiring about whether there exists a conflict. If there is, Gloria will have to resign. If not, she may continue to serve. If the rules apply, this will impact volunteers/elected officials. Will await response from MJ Adams.
6. Letter from DHCD verifying environmental review for CDBG grant has expired with no objections and therefore, the Housing Rehab program may proceed.
7. Email from Mike Smith regarding truck repair
8. Email from David Davies with answers regarding data back-up program through software consortium. *On a motion by Bill Lattrell, and seconded by Brian DeVriese, the Board voted unanimously to authorize Kara Leistyna to initiate back up data program when applicable.* Copy of email response to Town of Charlemont regarding meeting with MTRSD School Committee.
9. CPHS Annual Meeting announcement
10. Email from Lorena (and correspondence) regarding pollination grant and garden project for Town Center.
11. Long Range Planning Committee report from Don Freeman.

Other Separate Documents:

- **Schedule of FY15 Performance Reviews:** Looked at upcoming performance reviews. Bill has offered to meet with Town Coordinator and employee for these reviews. As reviews come due, the Board will decide which member will attend.
- **Town Coordinator Report**

Other Business:

Update on Feasibility Study: No update.

Status of Dog Situation: Next court date, Jan. 7, 2015

Transfer Station Compactor Project Update: Brian will follow up.

EMS Service Zone Plan/MOUs: Kara will contact Jeff Simmons for update.

DOR Review Follow-up & TAP Workplan Status: Discussed list of recommendations by DOR. Sheila will check in with Margo and check status of prioritizing goals and ask if any help is needed from the Select Board. Need to plan for discussion on Assistant Assessor. This would be a new position with a job description and approved by Town Meeting. Will discuss further during budget meetings.

FY16 Budget Planning: Will begin joint budget meetings on November 18 with Finance Committee in the Community Hall.

Signed:

1. Pantermehl Land Clearing, Inc. proposal for landfill mowing
2. EMPG grant application contract
3. Bi-weekly warrants

On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 9:14 p.m.

Next meeting scheduled for October 21, 2014 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator