

**MEETING MINUTES**  
Town of Heath  
**BOARD OF SELECTMEN**  
Sawyer Hall  
October 21, 2014

**Called to order** at 7:09 p.m. by Sheila Litchfield, with Brian DeVriese, Bill Lattrell, and Kara Leistyna, Town Coordinator present. Also present: Al Canali, WiredWest Representative for Heath.

**Reviewed Agenda:** Added to Appointments: Al Canali, WiredWest Representative for Heath. Added to Other Business: Status Update on Various Action Items.

**Reviewed Minutes:** *On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 10/7/14 Selectmen's meeting as amended.*

**WiredWest/MBI:** Al Canali attended the WiredWest Board meeting Saturday in Becket. They discussed the upcoming series of public meetings hosted by MBI to discuss critical issues surrounding the rollout of 'last mile' broadband connectivity projects in western and central Massachusetts. One such meeting is scheduled for Nov. 6 in Charlemont and Al urged at least two Select Board members to attend. It has been a long project and now the phase of bringing fiber to the home is the focus. A layout plan will be discussed at this upcoming series. Al shared that discussion will include a financial plan and what each town will contribute. No dollar figures are available yet. A \$45million Bond Bill was signed that will fund fiber to participating towns. Al feels it is imperative that towns participate now in order to take advantage of funding. Discussed Linda Dunlavy's role as a Board member of MBI while also serving the interests of FRCOG as Executive Director. Al presented internet options that include wireless internet and he distributed hand outs of case studies showing this option does not work for hill towns. If implemented, towns would have to upgrade after 4-5 years at the cost of taxpayers. Fiber on the other hand has a 30-40 year life. The goal of WiredWest is to provide fiber optic cable to every home/business that wants it. WiredWest needs a 40% commitment from residents. Household numbers need to be confirmed. In January some time, selling contracts will be distributed. Discussed possible use of E911 phone service to relay message regarding MBI/WiredWest. The Board and Al, as well as a member of the Finance Committee will attend the meeting in Charlemont on Nov. 6. Kara will post an announcement to comply with Open Meeting Law.

**7:26 p.m. Claire Rabbitt entered meeting.**

**7:45 p.m. Al Canali left the meeting.**

**North Cemetery Corp.:** Claire has not spoken with an attorney yet about the transfer of the deed for the North Cemetery a/k/a Maple Grove (private portion). She spoke with someone at the Secretary of State's office. The non-profit Corporation must be dissolved through the Franklin County Superior Court. They also need an actual deed as the original cannot be found. Claire will continue to try to contact an attorney for advice and possibly draw up the deed.

**8:05 p.m. Claire Rabbitt left meeting.**

**Mail/ Email:**

1. Letter from Gloria Fisher rescinding her resignation from Finance Committee and email from MJ Adams regarding same
2. Email from Tracy Rogers – Flu Clinics and Ebola Information

3. Franklin County Selectmen's Assoc. meeting announcement – Nov. 13, 5:30 p.m. at GCC. Brian will attend.
4. Letter and attached invoice from Alice Wozniak – Invoice from Prior FY. Need to address at STM. No date set yet.
5. Letter of award for \$500 Sustainable Materials Recovery Prg. Municipal Grant. (Yearly DEP grant for recyclable materials)
6. Email that was sent to Bob Bliss, TAP. Kara will inquire whether the Oct. 21 deadline was met.
7. Letter from Colrain Ambulance Assoc. Plans to Upgrade to Paramedic Level asking for a letter of support from Heath.
8. Notice of WiredWest/MBI public meeting series, Charlemont Nov. 6 from 6-8 p.m. with pizza. Board members, Town Coordinator, Al Canali, and Don Freeman, Finance Comm. will attend. Kara will post meeting.
9. Letter from FCCIP regarding 17 Shawnee Dr. violation (No action). Brian shared that he attended a recent meeting. FCCIP may hire a part-time helper to assist with inspections. Plumbing fees may increase next year. Town assessment will remain the same.
10. Invitation from FCSWMD – Thursday, Oct. 30 from 10 a.m. to 12 noon to celebrate the 25<sup>th</sup> Anniversary of the District. Kara will attend on Heath's behalf.

Other Separate Documents:

2. Town Coordinator's Report

**Other Business:**

**Performance Evaluation:** The Board feels that having a select board member and Town Coordinator, who also serves as Personnel Officer, is the best practice going forward. Reviews will take place in a private setting creating a less formal atmosphere than the public meeting venue. Discussed process and possibly changing the name from Performance Evaluation in an effort to eliminate the perception of judgment. The Board would like to focus on collaboration and support, emphasizing to the employee that the Board would like to help them to do their job to the best of their ability, offer encouragement, praise and ensure needs are met for successful job completion.

**Update on Feasibility Study:** Brian shared that they are still trying to communicate with the State on funding options.

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

**DOR Follow-up & TAP Workplan Status:** Sheila will work with Margo Newton and Kara will offer a follow up after contacting Bob Bliss.

**FY16 Budget Planning:** Board will meet on Nov. 12 and then with Finance Committee jointly on Nov. 18, 2014. Need to formally adopt Strong Chief Bylaw and standard Town bylaws as amended.

**Procurement Officer for HRA/CDBG grant:** The Board will act as Procurement Officer.

**SHRAB (State Historical Records Advisory Board) Roving Archivist Statement of Commitment/application:** Kara will meet with Nancy Thane and Hilma Sumner to complete and submit application for archiving support for town records.

SIGNED:

1. MCC Contract for \$4,300 allocation and signature authorization form FY15
2. Support Letter for Upgrade to CVAAI to paramedic level. *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted to sign letter of support as written.*

*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 28, 2014 at 7 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator