

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
October 23, 2012

Called to order at 7:00 p.m. by Sheila Litchfield, with Tom Lively, Brian DeVriese and Kara Leistyna, Town Coordinator present. Also present: STM voters.

Reviewed Agenda: Added to Ongoing Business Budget Calendar.

7:10 p.m. Mike Smith, Highway Supt., entered meeting.

Budget Calendar: Reviewed calendar draft and discussed dates in preparation for Budget Season. Town Coordinator will verify Citizen Petition timeframes in Municipal Law. Reviewed budget hearing process and what worked last year and what can be improved. Board will bring further thoughts to next meeting with hopes to finalize calendar and put up on website. Finance Committee will join on 10/30/12.

Feasibility Studies: The next step, now that the funding has been approved by Special Town Meeting voters, is to form a Building Committee. If two committees formed, they will need to work in tandem to ensure needs town-wide are considered. Space Needs Task Force and Municipal Complex Committee have concluded their tasks. A letter will be drafted inviting folks to join a new building committee and the goals and guidelines applicable. The tasks for the committee(s) will include draft of RFP; advertising, receipt and review of proposals and a ranking of proposals with recommendations to the Board of Selectmen. Because the funding is modest, it is important to hone in on what can be reasonably accomplished for this purpose. The Board will remain vigilant of overall cost of project(s) and pursue a plan that is realistic for taxpayers. Routine, annual maintenance of building(s) needs to be considered in price. Discussed possibility of including in feasibility study the benefits/drawback; pros/cons of regionalizing services in an effort to perhaps lessen the size of the complex building.

Reviewed Minutes: On a motion by Brian DeVriese and seconded by Tom Lively, the minutes of the 9/27/12 meeting were approved as amended.

- Town Coordinator will follow-up with Margo Newton on new cruiser and plates as well as hiring process.
- Painting and cleaning the front porch of Sawyer Hall was discussed.

On a motion by Brian DeVriese and seconded by Tom Lively, the minutes of the 10/02/12 meeting were approved as amended.

Mail/ Email:

- Town Coordinator Report
- The Board authorized Kara to purchase a computer/monitor for the Community Hall and pay for it with the additional monies allocated at ATM for Community Hall Maintenance & Utilities.
- Regarding the public posting location needed now that Peter's Store has closed, the Board authorized Kara to get prices for a weather proof bulletin board that can be erected at the Transfer Station.
- **On a motion by Brian DeVriese and seconded by Tom Lively, the Select Board voted unanimously to authorize payment to White Heating for furnace services from the FCSWMD Escrow account. Other future expenses approved include: Sr.**

Center/Nurse Office cleaning; dehumidifier for Sr. Center; Thermostat work at Community Hall; Hood Vent Covers from Hood Medic for Sr. Center Kitchen; and Garage Door Bid Package Fee (FRCOG).

- Discussed the refinishing of the Sawyer Hall upstairs office floor. Kara will inquire whether this can be done over the Christmas holiday week.
- Discussed email from Mike Smith regarding beavers on 8A. They also discussed his request to purchase a used vehicle for \$1,000. **On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve purchase contingent upon Mike Smith's ability to demonstrate a source of funds for making the purchase.**
- Letter was sent to Kathy Reynolds at Charlemont regarding the Ambulance MOU.
- Dog Complaints: Sue Gruen has filed several dog complaints. Because the Dog Officer is ill, the possibility of an alternate Dog Officer was discussed. Kara will find out if there are any work restrictions or if he is working at full capacity. The Board would also like to know who he may recommend as an alternate in his stead. The Dog Bylaw needs to be rewritten. Discussed what needs to happen going forward. Tom will ask Sue Gruen if she may fill the position temporarily.

Status Update on Ongoing Action Items: No updates.

Other Business:

MEPOA/ DCR Dam Safety Order: Need to invite Steve Rogers, President of Mohawk Estates Property Owners Association, to a meeting to discuss emergency dam order issued by the State Dept. of Conservation & Recreation (DCR). Their deadline for filing paperwork is 12/12/12. The Conservation Commission will attend the meeting as well. Others to be invited: Bill Lattrell and Mike Smith. Discussed urgency and options. The Town would like to offer assistance and find out what plans MEPOA has to address the matter in an effort avoid a situation that becomes so urgent it causes damage to address under emergency circumstances. A possible date for meeting is November 1, 2012. Kara will see if this works for folks.

Items Signed:

- Weekly warrants were signed

Brian moved to adjourn at 10:50 p.m. Tom seconded. Vote was unanimous.

Next meeting scheduled for October 30, 2012 at 7:00 p.m.

Respectfully Submitted,
Kara Leistyna, Town Coordinator