

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
November 8, 2012

Called to order at 7:05 p.m. by Sheila Litchfield, with Tom Lively and Brian DeVriese present. Also present: Kris Nartowicz, Treasurer and Ken Roche, resident.

Kris Nartowicz needs Board's signatures for renewal of Highway Truck, \$88,000. Board signed renewal document.

On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve and sign renewal of 5-year State Note in the amount of \$88,000.

On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve \$40,000 loan for Truck Body previously approved at May, 2012 Annual Town Meeting.

Reviewed Agenda: Mike Smith will attend tonight. Add to Other Business: Update from Conservation Commission regarding meeting with Mohawk Estates on Dam Issues. Appoint two new members to War Memorial Committee.

Reviewed Minutes: *On a motion by Brian DeVriese and seconded by Tom Lively, the minutes of the 10/16/12 All Boards meeting were approved as amended.*

On a motion by Brian DeVriese and seconded by Tom Lively, the minutes of the 10/23/12 Select Board meeting were approved as amended.

Ken Roche: Met regarding cooperation with Rowe on education issues. No actions taken at this time.

8:00 p.m. Finance Committee members Jeff Simmons, Gloria Fisher, Ned Wolf, Kathy Inman entered meeting, as well as Mike Smith, Highway Supt.

Mike Smith: Mass Highway has issued a warning on guardrail on 8A Bridge in letter form hand-delivered to Mike ordering barriers to be placed on bridge until repairs are made. A Consultant came on Wednesday, 11/7 to look at bridges. They will issue a written report. Discussed Town vs. State responsibility for bridge and whether State can order Town to take action at Town's expense. Mike will send Kara an email to be forwarded to Town Counsel. Board will meet again with Mike when engineers report is received.

Budget Calendar: Budgets will be due January 2, 2013. If not received, Kara will contact Dept. Head to follow up.

On a motion by Brian DeVriese and seconded by Tom Lively, the Select Board voted unanimously to approve the FY14 Budget Calendar.

Also, decided that Select Board Chair will chair budget meetings with Finance Committee. Select Board requested Finance Comm. bring their final decisions whenever possible to the meetings. Decided that budget information will be distributed simultaneously to all members of both Boards.

Select Board decided to conduct performance reviews on Anniversary Dates.

.Finance Committee suggested using some free cash for Capital Improvements, such as painting, insulation, and boiler/furnace replacement.

Finance Committee wondered who is responsible for looking after maintenance of buildings? Ultimately, it's the Board of Selectmen. Feasibility Study may come up with a list of improvements and costs. Special Projects is a place to put planned or proposed capital improvements.

Other Business:

MEPOA/ DCR Dam Safety Order Update: Board of Selectmen will enquire of State Agencies or Paul Mark as to what aid may be available to assist Mohawk Estates with financing repairs to the dam (loans, grants).

Mail/ Email:

- Postponed complete review of mail until Town Coordinator present. Discussed list of employment hire dates and decided to conduct performance reviews on anniversary dates if possible. Select Board approved this change.
- FY12 Audit: Board reviewed proposals from four auditors.
On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve proposal from Roselli, Clark & Associates in the amount of \$13,500 pending contract review by Town Counsel.
- *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to appoint previous members of Space Needs Task Force and Municipal Complex Building Committee to the new Building Committee.*
- **War Memorial Committee:** *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to appoint Dennis Peters and Gerry Gilbert to the War Memorial Committee.*
- **Landfill:** Kara (or Tom) will call Dan Hall to update him on our progress with getting testing program going. Select Board will schedule a Landfill meeting soon.

Status Update on Ongoing Action Items: No updates.

Items Signed:

- Weekly warrants, Cultural Council Grant, Employee memo and Chapter 90 document

Brian moved to adjourn at 10:18 p.m. Tom seconded. Vote was unanimous.

Next meeting scheduled for November 13, 2012 at 7:00 p.m.

Respectfully Submitted,
Brian DeVriese, BOS Secretary