

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
November 12, 2013

Called to order at 7:03 p.m. by Brian DeVriese with Bill Lattrell and Kara Leistyna, Town Coordinator present.

Reviewed Agenda: Postponed Police Chief, Margo Newton's performance evaluation until Dec. 3, 2013.

Reviewed Minutes: *On a motion by Brian DeVriese and seconded by Bill Lattrell, the minutes of the 11/5/13 Select Board meeting were approved unanimously as amended.*

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the minutes of the 10/15/13 CDBG Public Informational Meeting were approved unanimously as written.

Mail/Email:

1. Email from Jan Ameen with initial paperwork for agreement with Covanta regarding new contract and pricing.
2. Email from Paul Mark regarding visit to State House.
3. Email from Susan Nadile regarding increase in coverage for Public Officials back wages for FY15 (\$143 increase)
4. Notice from Treasurer regarding Public Auctions to be held in Heath in December
5. General Fund Revenue Report from Accountant and Cash Reconciliation
6. Municipal Animal Inspectors Qualifications and Duties from Div. of Animal Health
7. Letter from FRCOG regarding FCREPC (Franklin County Regional Emergency Planning Committee. Heath is already signed on however not indicated in this document. Tracy Rogers was contacted and had just received the paperwork I sent on Oct. 16.
8. Email from Ken Elstein, HCOG notice about Dec. 5th Hampshire County Select Boards Assoc. at Bluebonnet Diner in Northampton.
9. Email from Sheila regarding Preschool Budget Planning for FY15. Kara will file with FY15 Budget Planning documents.
10. Some surveillance suggestions from Margo Newton. Kara will try to call Detectoguard again as well as Lee Audio to discuss products and installation pricing.
11. Email from MJ Adams regarding transit from Heath for elderly. Kara will post on website, give copy to Council on Aging/Sr. Center and post on bulletin board.

Other Separate Documents:

- Town Coordinator report
- Brief Summary Report – Town Accountant Position (hard copy)
- Proposal from CHA – Landfill Sampling, Well repair and development

7:29 p.m. Animal Control Officer, Ed Grinnell and Asst. Animal Control Officer, Sarah Hettlinger arrived.

Animal Control Update: Ed offered an update on the Woodard dog situation. He met with Ron Woodard and discussed what was needed to secure the dogs and comply with the Selectmen's order. The wing backs were installed. Ron and Linda Potter affirmed that they will no longer breed the dogs and sell puppies. They do still need to meet with the Planning Board to secure a kennel license per Town of Heath Bylaws. Sarah offered to call them and explain that they need to meet with the Planning Board. Because

Sarah has four dogs, she will meet with them as well. Discussed rabies and the need for the Town to authorize someone to be Quarantine Inspector. This person handles all cases of rabies and completes the proper forms and follows appropriate protocol when needed. MDAR will send a certificate and forms with a quarantine book.

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to appoint Ed Grinnell to serve as Quarantine Inspector for the Town of Heath.

Also discussed other issues in town. Sarah mentioned one report of suspected animal abuse. She has not been able to reach the complainant. She will also follow up on dog report in Mohawk Estates.

Both Ed and Sarah were both thanked for their service to the Town.

8:04 p.m. Ed Grinnell and Sarah Hettlinger left meeting.

Other Business:

- ❖ Follow Up - Safety in Sawyer Hall: Mo Grossman visited Town Hall to test his product My Guardian Angel, emergency response system. He had trouble hooking the product up to the telephone line. He will revisit at a later date.
- ❖ Landfill Update/Status re: mowing, sampling, etc.: Mowing bills sent to Hawley and Charlemont.
- ❖ HRA Community Block Grant/Community Development Strategy: Sent surveys from public input to MJ Adams. MJ will work with Kara on updating the Community Development Strategy based on input. Another public hearing will be scheduled.
- ❖ Review of Town Accountant Position: Bill Lattrell has reviewed the accountant position with Tracey Baronas. He shared that Tracey has made revisions to the job description. Bill now has a better understanding of the job. He completed a position rating summary sheet and came up with a different grade that coincides better with current pay rate. The position is essentially salaried but broken into hourly for comparison sake. When compared with six other nearby towns, our accountant is paid above average and the highest hourly rate. Discussed salary grades/scales and the need to add market conditions to the position rating summary sheet to help account for some of the differences. Further discussion is needed.

TO SIGN:

1. Warrants
2. CHA Proposal for Landfill Sampling, well repair and development
3. Covanta preliminary agreement

On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 8:50 p.m.

Next meeting scheduled for November 19, 2013 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator