

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
November 20, 2012

Called to order at 7:06 p.m. by Sheila Litchfield, with Tom Lively, Brian DeVriese and Kara Leistyna, Town Coordinator present.

Reviewed Agenda: Added to Other Business: FCCIP meeting update and Sawyer Hall Floor Proposal.

Reviewed Minutes: *On a motion by Brian DeVriese, and seconded by Tom Lively, the Board voted unanimously to approved the meeting minutes from 11/8/12 as amended.*

7:20 p.m. Mike Smith, Highway Supt., entered meeting.

Performance Review: Board conducted annual performance review for Mike Smith as both Highway Superintendent and Fire Chief.

Highway Salaries: The Board would like Mike to obtain and review information from comparative towns' highway dept. employees. Once it is received and make judgments on whether the information applies to Heath. Data can sometimes be obsolete or not accurate from the salary survey done each year by the FRCOG. There is a need to have accurate comparative data to ensure Heath is competitive. Discussed ranking system for employees. Mike will calculate budget numbers early and will attend a future meeting to discuss further.

Injured-On-Duty Coverage: Discussed Injured-On-Duty Coverage for firefighters. The Firefighters Association is looking for a pension for firefighters who are injured on duty. This issue continues to be researched by Ken Gilbert and Kara. There remain a lot of questions. Kara and Sheila met with MIIA representative to ask some questions but there are still some unknowns. The Board cannot support raising the issue further until questions can be answered. One task is to find out what other Towns do if they have voted to support Sect. 851/2. Mike was asked for input in preparation for Town Meeting. Discussion tabled until further information is available.

Garage Door Project: All bids came in over budget. Kara will ask Andrea Woods at FRCOG to revise the bid documents to itemize each door. No local companies bid on the job.

8:18 p.m. Mike Smith left meeting. Hilma Sumner, Town Clerk and Dog Officer, Bob Tanner and Donna Tanner entered shortly before (8:07 p.m.).

Dog Complaint Issue: The group discussed the status of dog complaints against a resident in town. All steps so far were reviewed and a plan to settle the matter was formulated. Reviewed infractions and unpaid fines to date which total \$1,150. A letter will be drafted with deadlines for both unpaid fines and updating licenses for each dog.

Mail/ Email:

- Town Coordinator Report
- Email from Andrea Woods regarding Highway Garage Doors
- Email outlining Highway Garage Door bids (see above for action taken)
- Email from Mike Smith regarding beavers on 8A, no action taken.

- Emails from Mike Smith, Sheila Litchfield, Tom Lively, Town Counsel regarding 8A bridge. Mike and Kara drafted a letter to Peter Niles asking for assistance with barriers and signs. *On a motion by Brian DeVriese, and seconded by Tom Lively, the Board voted unanimously to authorize the Highway Dept. to install stop signs at newly created one-lane bridge on 8A/Jacksonville St. (at the Dell) on a temporary basis until necessary repairs can be made.*
- Copy of note from Alice to FinCom (FYI)
- Email from Charlemont regarding Landfill. Proposal from Coler & Colantonio was approved for landfill sampling.
- Email from Bill Hoyerman regarding Landfill meeting
- Email from Tracey Baronas regarding declination letters & local coordinator for Audit
- Email from Roselli, Clark & Assoc. & Contract. The Board agreed that Tracey can send out declination letters. *On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to appoint Tracey Baronas to serve as Audit Coordinator for FY12 Audit.*
- Memo from K&P regarding medical marijuana law
- Letter from DEP – Heath received another \$500 Sustainable Materials Recovery Program grant
- Nurse monthly report October
- Letter from National Grid regarding use of herbicide application (notification).
- Article regarding possibility of regionalizing vet services. At the STAM meeting they reported that MMA brought the matter to the State House and it's very possible that all payments to Vets will be through the State in the future.

Status Update on Ongoing Action Items: Reviewed list and made updates.

Other Business:

- **Sawyer Hall Floor:** Discussed the refinishing project for the floor in upstairs of Sawyer Hall. Discussed timeframe and whether a December date would interfere with Betty Nichols sending out tax bills. Kara will inquire with Betty as well as contractor, Josh Smith to see get some firm dates for project.

On a motion by Brian DeVriese and seconded by Tom Lively, the Board voted unanimously to approve proposal for floor refinishing on second floor of Sawyer Hall by Josh Smith in the amount of \$2,195 (including the removal of old carpet).

- **FCCIP Recap:** Brian attended the FCCIP Quarterly meeting. The Board of Health has administrative access to all permits in Heath if they desire to review them for any septic issues. They can go on any time to review all applications.

Items Signed:

Weekly warrants were signed. Also signed: Agreement with Roselli, Clark and Assoc. for FY12 Audit and a Vacation Request Form.

Brian moved to adjourn at 10:40 p.m. Tom seconded. Vote was unanimous.

Next meeting scheduled for November 27, 2012 at 7:00 p.m.

Respectfully Submitted,
Kara Leistyna, Town Coordinator