

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
December 17, 2013

Called to order at 7:02 p.m. by Sheila Litchfield with Brian DeVriese, Bill Lattrell, and Kara Leistyna, Town Coordinator present.

Reviewed Agenda: Add 12/13/13 Tax Classification Hearing minutes for review.

Reviewed Minutes: *On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to approve the minutes of 12/3/13 as amended.*

On a motion by Bill Lattrell and seconded by Sheila Litchfield, the Board voted to approve the minutes of the 12/13/13 Tax Classification Hearing minutes as written. Sheila aye; Bill aye; Brian abstained (not present).

Mail/ Email:

1. Email from Geoffrey Rogers regarding fixed price offering for Heath. Contracts out soon.
2. Email from Reva Reck with Wired West Monthly Update. Forwarded to Al Canali and Art Schwenger
3. Emails from Mike Smith and Terry Walker regarding STRAP denial. Kara will contact Terry and ask her rate for re-submittal for Sept. 2014 and whether she can research Mass. Housing of Housing and Economic Development's spending priorities/goals.
4. Email from Leah Gibson regarding DLTA 2014. Deadline January 13th. Board reviewed and inserted priorities. Kara will forward to Leah.
5. Notes from Community Conversation from Eric Glazier
6. FCCIP Newsletter December, 2013

Other Separate Documents:

1. Town Coordinator report: Updated Board on Tax Collector's need for a new computer.
2. Sect. 4.7 of Personnel Policy for review and approval. *On a motion by Brian DeVriese and seconded by Bill Lattrell, the Board voted unanimously to amend the Personnel Policy, Section 4.7 to include:*

Emergency and Winter Wages: Highway employees shall be paid overtime (time and one half) in emergency snow/ice/storm situations for any hours that exceed an eight (8) hour shift in a twenty-four (24) hour period or in excess of forty (40) hours in the week including holiday, vacation, sick or bereavement time.

All employees shall complete and submit an accurate time sheet to their Department Head.

3. Community Development Strategy for review

Other Business:

1. Update on Heath School Tour: Heath was well represented and had the largest group participating on a tour. The Board feels the District is open to working with Heath to prepare for FY15 budget planning. Again, discussed wording of capital vs. maintenance issues and the need for a clear definition. Discussed the responsibilities of both the Town and the District. The Board is encouraged by the District's attempt to organize and prioritize in an effort to get on tract and move forward in dealing with issues pertaining to the school building. Because there remains problematic wording in the lease agreement, Bill will contact Town Counsel for his opinion on terms and language in the contract and need for some clarification. Brian will send additional

comments to Building Sub-Committee outlining some issues that he feels need to be included in their assessment. Kara will make a note in the budget binder for an annual stabilization fund for school capital expenses.

2. Board reviewed all applicable budget requests: Finance Committee researching stipends for FY15. Made adjustments as needed. Reviewed Special Projects for FY15. Added Painting of cupola at Community Hall, Sawyer Hall roof (gutters, ice shields), heating zones in Sawyer Hall and insulation for both Sawyer Hall and Community Hall.

SIGNED:

1. Warrants
2. Letters to E. Tougas and E. Nichols

On a motion by Brian DeVriese and seconded by Sheila Litchfield, the Board voted unanimously to adjourn at 8:38 p.m.

Next meeting scheduled for January 7, 2014 at 7:00 p.m.

Respectfully submitted,

Kara Leistyna, Town Coordinator