

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Community Hall
December 30, 2014

Called to order at 7:04 p.m. by Sheila Litchfield, with Bill Lattrell, Brian DeVriese, and Kara Leistyna, Town Coordinator present.

Reviewed Agenda: Added to Other Business: Charlemont Ambulance update, Remote Participation, and Special Town Meeting.

Reviewed Minutes:

On a motion by Brian DeVriese, and seconded by Sheila Litchfield, the Board voted unanimously, with one abstention, to approve the 11/18/14 meeting minutes as amended.

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve the Tax Classification meeting minutes dated 12/2/14 as written.

On a motion by Bill Lattrell, and seconded by Sheila Litchfield, the Board voted unanimously, with one abstention, to approve the 12/16/14 meeting minutes as amended.

7:24 p.m. Joanne Deady of Colrain Volunteer Ambulance Assoc. arrived.

Colrain Volunteer Ambulance Assoc.: Joanne Deady attended tonight to review Memorandum of Understanding between Town of Heath and Colrain Volunteer Ambulance Assoc. Sheila updated Joanne on status of call list, Colrain has been placed as number one on call list effective Monday, 12/29/14. Reviewed effective dates, MOU to expire 12/19/17. Joanne provided proof of insurance. *On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to approve and sign Memorandum of Understanding between Town of Heath and Colrain Volunteer Ambulance Assoc. effective 12/29/14.* Joanne had no further questions and will update Gary Ponce on status. Sheila stated that an announcement will be placed in the next issue of Heath Herald. Joanne would like a contact at the Fire Dept. to obtain a list of current firefighters and was encouraged to contact Mike Smith. They will be offering a First Responder Training and CPR class. Joanne will find out if the CPR class may be attended by general public.

7:37 p.m. Joanne left meeting.

Charlemont Ambulance Task Force Update: Bill and Tim Lively have been regularly attending meetings as scheduled. Charlemont ambulance will be second on call list and will remain a part of Heath's mutual aid. Cost sharing will change as a result of change in primary ambulance service switching to Colrain. The Board feel it is appropriate to make change now. Kara will check on status of EMS Service Zone Plan application. Discussed various plans that were part of conversation at the Task Force Meetings. Kara will prepare a letter to send to Charlemont, Hawley and Rowe Select Boards announcing the change for Heath.

7:44 p.m. Margo Newton and Chris Mattson entered meeting. Calvin Carr entered shortly after.

Dog Matter: Kara provided Chris with two copies of a chronological, indexed packet of documents relating to dog matter for ease of reference. This matter has long standing issues that will be addressed in court on 1/7/15. Discussed process and next steps. Calvin Carr, Chair of Planning Board, offered his

opinion. He sent a letter to dog owner outlining steps to obtain a Special Permit. Town Clerk offered her opinion. To date, there has been no proof of vaccination or effort to obtain licenses for dogs. Chris outlined charges of non-compliance of order, nuisance dog, and failure to license. No one can determine how many dogs are owned or kept by this person. The Board thanked Chris for attending the hearing on behalf of Heath.

8:11 p.m. Chris Mattson and Calvin Carr left meeting.

Police Chief / Review of Complaint:

Margo waived the option for Executive Session and meeting was held in open meeting. Board reviewed letter of complaint and supporting documents sent on Nov. 6, 2014. Reviewed each paragraph and determined specific complaint is failure to respond to calls. Board finds Chief Newton followed appropriate procedures and determined no further basis for further investigation. Kara will prepare a letter of response.

8:35 p.m. Margo Newton left meeting.

Remote Participation: The Board of Health has asked that the Select Board adopt a policy to allow committee meeting members to participate in meetings remotely. The Board read a handout with procedures as well as some of the information from the State's Attorney General's office. Town Clerk offered her opinion and noted concerns. The Board was left with some outstanding questions. Kara will contact the Attorney General's office to find answers and will report back next meeting.

9:06 p.m. Hilma Sumner left meeting.

Mail/ Email:

1. Letter from DOT regarding Chap. 90 reimbursement. Mike has responded.
2. Email(s) confirmation from Mike Smith regarding initiation of Colrain Ambulance as first on call list.
3. Email notice regarding FC Retirement presentation planning phase.
4. Email from Sheila Litchfield regarding Heath Herald submissions/deadlines
5. Letter from W.D. Cowls, Inc.
6. Email response from Town Counsel regarding Asst. Assessor
7. Mileage reimbursement change as of Jan. 1, 2015 (57.5 cents per mile). Heath's Town Policy is to follow IRS recommendations therefore as of 1/1/15, reimbursement will be at \$.57/cents per mile).
8. Copies of letters sent to R. Woodard regarding dog matter
9. Email from Bob Dean at FRCOG regarding Shared HR. Interested?
10. Notice from Superintendent regarding Community Meetings
11. Follow up letter regarding structure at Sessions' property
12. Response from George Durante, Project Manager for MassWorks grant

Other Separate Documents:

13. Town Coordinator Report
14. Charlemont Ambulance Service Review
15. Conflict of Interest Law Education Requirements
16. Remote Participation Information from Karen Brooks
17. Drafts of Articles written by Mike Smith for Heath Herald. Sheila reviewed.

Other Business:

DOR Follow-up & TAP Workplan Status: Sheila and Margo Newton met and worked on draft of job description that will be reviewed by full Board of Assessors for input. Once complete, a salary/job classification rating will be conducted by both the BOS and BOA.

Special Town Meeting: Discussed a need for a Special Town Meeting. Kara provided a list of needs to address. Need to clarify WiredWest process, financing, costs/offsets, and preparation for public information sessions. On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to schedule a Special Town Meeting on Tuesday, February 24, 2015 at 7 p.m. in the Community Hall.

All Boards Meeting: A meeting was scheduled for Tuesday, March 3, 2015 at 7 p.m. in Community Hall.

FY16 Budget Planning: The CDBG grant may trigger need for audit. Discussed possibility and need to put money aside in stabilization to cover the cost.

Municipal Complex Building Committee: Brian reported that the Committee had a positive meeting with Senator Benjamin Downing on Friday, Dec. 19, 2014 at Sawyer Hall. The Committee will continue to seek funding options for the building of a Safety Complex.

Other Separate Documents:

- Town Coordinator Report

SIGNED:

1. MOU with Colrain Volunteer Ambulance Assoc. (2 copies)
2. Vacation Request

On a motion by Brian DeVriese, and seconded by Bill Lattrell, the Board voted unanimously to adjourn at 9:59 p.m.

Next meeting scheduled for January 6, 2015 at 7 p.m.

Respectfully submitted,

Kara M. Leistyna
Town Coordinator