

Town of Rowe FY2012
Board of Health
Meeting Minutes for January 3rd, 2012

Present: **Board Members:** David Cousineau, Chair, Angela Foshay and Joann Brown.
Marcella Stafford Gore, Clerk

Call to order 6:08PM
No audience.

General Business

MINUTES

December 19th, 2011 meeting minutes accepted and signed.

WARRANT (s) #15 (some invoices from #'s 12&6)

Invoices approved and signed.

TRIAL BALANCE REPORT

Dave read aloud portions of the report.

Marcella will ask Sandy Daviau why the *Snow Blower and Fence Repair* accounts still have a balance when they should read zero since the money was transferred into the *Tree Removal* account in November.

Transfer Station

ATTENDANT'S LOGS

Dave read aloud the attendant's logs; Logs accepted and filed.

NEW SHED

The roof and windows are in place and the contractor will be installing a ridge line vent.

LIGHTING

Dave called Mr. Palmeri which is who the transfer station employs for electrical work, he has not heard back from him yet. Dave also called Jerry Ferguson who Dave will try to meet with tomorrow and discuss the lighting for the new shed. Dave will ask for an estimate for the electrical work in the new shed as well as the lighting project the board has in mind for the entire transfer station. The board may not receive any money from the Green Community Grant for the lighting project; Mr. Packard has implied that the grant may be made available to town residents and not town projects.

Schedule

Next meeting dates are January 16th and January 30th. Dave may need to change his work schedule so the board is unsure of any further meeting dates.

FCSWMD

The board reviewed a copy of the DEP grant agreement that was emailed from Jan Ameen to Ellen Miller, Town Administrator.

FCCIP Permits

The board approved the permit request of Virginia Gary, Cyrus Stage Road, for the installation of an outdoor wood boiler.

Title V

ROWE CAMP

Board reviewed the emails from Rowe Camp re: obtaining a variance for expanding the current septic system. Felicity Pickett, Camp Director, obtained the forms from the DEP and requested their system designer submit the paperwork. It is unclear to the board whether or not the forms were submitted. The camp wants Rowe's Health Agent, Lisa Danek Burke to go over the response of their designer who stated that according to her calculations, the current system is sufficient for the additional four bedrooms.

Dave will contact Lisa to discuss the variance.

CONFIRMATION LETTER

The board approved the letter requesting that inspectors wait for confirmation of an appointment before proceeding to the inspection site. Marcella will mail to Bostley Sanitary Service and Greg's Wastewater.

Budget

After some discussion, the board asked Marcella to complete the budget paperwork to include the 3.6% COLA raises for salaried employees and 5% increase for FCSWMD, all other accounts will be level funded.

HEALTH SERVICES

Ann broached the subject of reducing town nurse, Sheila Litchfield's hours from 24 to 19-1/2 per week therefore eliminating Sheila's eligibility for the town's benefits package;

Ann feels that the benefits package allows for too many paid days off and is not appropriate for a part-time hourly employee. Ann calculated that if you take into consideration the paid days off Sheila is now eligible for, reducing her hours to 19-1/2 per week would amount to a loss of only four work days per year.

Dave and Joann strongly disagree with Ann and feel that everyone is satisfied with the current office hours of the town nurse. Joann stated that she made inquiries on the subject of the health service hours of operation to several residents, and all are happy that Sheila is in the office three days per week. They both feel that the benefit package is what the town offers to all employees who work over 20 hours per week and that the Board of Health has no control over that.

STIPENDS

Dave made a motion to increase the BOH inspection stipend to \$45.00 per inspection, Ann seconded and the motion passed unanimously.

The board agreed that this increase will not affect the BOH Stipends budget.

New Business

a) Email from FRCOG asking if the board would be interested in sponsoring a grad student intern for a summer project. The board is not interested at this time.

b) Dave read aloud an email from Lisa Danek Burke to Becky Bradley, Maple House owner re: information the board will need before inspection of her facility;

Application, Permit Fee, Water Sample Analysis, and the certificate of completion for the Allergen Awareness Training. Ann will contact Ms. Bradley.

c) Dave completed the contact information form for Berkshire Enviro Labs, writing himself in as the first contact person. Marcella will mail the form.

d) Because Rowe Camp is permitted for more than 25 people, they must have a person trained in the manual procedures approved by the DEP to remove food lodged in a person's throat. Dave will be sure to check at the next inspection for the Chokesaver Certification.

c) The board decided that Ann and Joann would collaborate on the 2011 Annual Town Report for the BOH.

Meeting adjourned 7:48PM

Approved:

David Cousineau, Chair

Ann Foshay

Joann Brown