

**Town of Rowe FY2013
Board of Health
Meeting Minutes for March 12th, 2013**

Present: **Board Members:** David Cousineau, Chair and Jennifer Morse. Joann Brown, Absent
Clerk, Marcella Stafford Gore

Call to order 6:00PM

GENERAL BUSINESS

Minutes

February 12th, 2013 meeting minutes approved and signed

Warrant (s)/Invoices

The board reviewed and signed/approved invoices and payroll warrant#18 & 19.

Finance

Marcella sent a detailed list and instructions to Accountant Jackie Cashin regarding the accounting errors in the BOH Operations and Refuse Garden accounts;

The latest balance report shows that the accounts have not yet been adjusted. Marcella will continue to keep in contact with Jackie and inform the board when the accounts have been corrected.

TRANSFER STATION

Attendants Logs

Dave read aloud the attendants logs; Logs accepted and filed.

Swap Shop

Jennifer contacted the Salvation Army and found that they can only pick-up on Fridays. The transfer station is closed Fridays and the board agrees that is not sensible to pay an attendant to come to work and wait for the pick-up. Jennifer will call and ask Joann if she may be able to wait for the Salvation Army on a Friday, if so Jennifer will schedule a pick-up.

FCSWMD

Hauling Estimates

Jan Ameen's estimate for Rowe is \$24,944.00. The town is projected to save over \$5,000.00 in FY14 on hauling costs.

Municipal Profile Update

No changes made to the Rowe profile. Marcella will inform Jan.

Escrow Funds Transfer

Estimated transfer amount \$1,359.41. Marcella will contact Jan before the Annual Town Meeting for an updated estimate for the article needed to establish a revolving fund for the escrow money and transfer.

HEALTH SERVICES

Monthly Report

Dave read aloud the town nurse's report;
114 client encounters for January.

NEW SCHOOL BUILDING

Septic System

Marcella contacted the DEP and spoke to Paul Neitupski re: the email sent by Ellen Miller, Town Administrator/School Building Committee member, re: the new building's septic system;
"The plan is to cap the existing septic system (to be done during the demolition phase). Under the new building phase it will require a Title 5 inspection as part of the permitting process. We are most likely not using the existing footprint. Is the Title 5 something we can do locally, or will the DEP need to be involved due to size, etc.?"

Mr. Neitupski informed Marcella that the Title V could be done locally as long as the system does not exceed 8 gallons per day or a total of 2000 gallons and that the town will not need a "school variance". He also informed Marcella that the board may compel an inspection of the system at their discretion. Marcella stopped into Ellen's office to ask if the septic plans had been located, Ellen asked Andrea Woods (FRCOG) if she could make a copy of the plans for the board. Marcella will continue to check back with Ellen until a copy of the plans are provided for the board.

TITLE V

Permits

The board approved and signed *System Repair Permits for Gates and Hoffman*.
The board approved and signed an *Installer Permit for Danek Excavating*.
The board approved and signed a *Septage Hauler Permit for A-1 Septic*.

Conservation Commission WPA Form 2 (Gates, Shippee Rd)

The board reviewed the ConCom forms;

The work does not require filing a Notice of Intent. Dave noticed that "attached conditions" mentioned on page three, are missing. Jennifer will contact Health Agent, Lisa Danek Burke for the list.

NEW BUSINESS

1-Any action on the BOH Regulations adopted by the sitting BOH in 2006, was tabled until a full board is present.

Meeting adjourned 7:12pm.

David Cousineau, Chair

Joann Brown

Jennifer Morse