

**Town of Rowe FY2013  
Board of Health  
Meeting Minutes for April 5<sup>th</sup>, 2013**

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

Call to order 6:10PM

**GENERAL BUSINESS**

*Minutes*

Approval of March 29th, 2013 minutes tabled as a result of Joann being absent from this meeting.

*Warrant (s)/Invoices*

No payroll or invoices this meeting

**Transfer Station**

*Attendants Logs*

No attendant's logs this meeting

*Compactor Roof*

Dave contacted Steve Crowningshield and authorized him to begin work on the compactor roof.  
Mr. Crowningshield will order the needed materials and begin the project soon thereafter.

**Finance**

Marcella met with Town Accountant, Jacqueline Cashin;

The invoice amounts from the Refuse Garden Operations account that were incorrectly applied to the BOH operations account have been adjusted. We are now up to date on all account balances.

Marcella will need to call the FRCOG to have the office printer listed at their data base so she can print out the accounts balances.

**HEALTH SERVICES**

*Monthly Report*

Dave read aloud portions of the report, 122 client encounters for March.

**NEW BUSINESS**

a) The board received an email from Town Coordinator, Ellen Miller:

*"The BOS would like to BOH to attend their meeting next week, Wed, April 10<sup>th</sup> at 3pm, to discuss two matters  
1-The FCSWMD assessment for FY2014 is \$3,781. In this year's budget (FY2013) nothing was budgeted for the assessment, and the full amount is coming from the MRIP account instead. Next year the full assessment could come from the new c. 53E½ revolving fund that is being requested at the ATM, therefore, nothing would need to be requested. The article for the revolving fund can be presented on the warrant before the Transfer Station/BOH budget. That way, if the revolving fund does not get approved, the Transfer Station line item could be increased to cover the FCSWMD assessment of \$3,781"*

Dave will contact Jan Ameen for information on this issue.

2-“Need to discuss need for new Certified Water Operator for our Public Water Supplies. I’ll try get some names. I did discuss this with Tom Meunier of Berkshire EL today”.

The board read a letter sent by the DEP to the town dated March 25, 2013re: Berkshire Enviro Labs; The DEP is notifying the town that Mr. Esner’s Certified Operator License has been surrendered and that the town will need to find a replacement. The letter also states that a secondary operator cannot serve as the temporary operator indefinitely.

The board instructed Marcella to contact Bill Prendergast of B E Labs to gather information on this matter and ask Health Agent, Lisa Danek Burke for any recommendations she may have for a Certified Drinking Water Operator. The DEP letter lists a website to assist in locating certified operators; the board would like Marcella to check the website and to also speak with Deidre Cabral, DEP Drinking Water Section Chief, for guidance on this issue.

Neither Dave nor Jennifer are able to attend the April 10<sup>th</sup> Selectmen meeting. Marcella will contact Ellen to see if a Selectman would be available to attend the next BOH meeting on April 19<sup>th</sup>.

b) Jennifer reported that the Fire Department is concerned that the melting snow at the old school building site is running into the lake and causeway pond and could cause contamination. Dave suggested the Fire Dept contact Emergency Coordinator, Ed May and also that the Fire Dept and the highway crew work together to divert the water. Jennifer will contact Fire Chief, Paul McClatchy Jr.

c) The Rowe Post Office had their hours of operation reduced in February. Outside cluster unit boxes have been installed and 2 keys were issued to the BOH. Marcella will keep one and one will be given to the town nurse.

d) The board received flyers for upcoming Chokesaver Certification Training. Maple House and Rowe Camp and Conference Center have received this training and submitted certification to the BOH. The board is unsure how often this training is required by the DPH. Marcella will contact the health agent and the DPH.

### **OLD BUSINESS**

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

2- Any action on the job description for the town nurse position was tabled until a full board is present.

3-Bill Prendergast from Berkshire Enviro Labs sent the requested Inspection Reporting Forms listing the work performed and completion dates for the potential “cross connection” involving water supply lines to Avery Fountain in 2010. The boards reviewed the reports and are satisfied that the work was fully completed by 2011.

***Meeting adjourned 7:05pm.***

*Next Meeting date, 4/19/13*

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David Cousineau, Chair

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Joann Brown

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Jennifer Morse