Board of Health
Meeting Minutes
November 24, 1998

Present: James Brown, Ellen Foberg, Leonard Laffond, Melissa Quinn

The meeting was called to order at 7:02. Interviews were conducted for the Town Nurse position with two applicants. They were: Kathryn Hanlon and Ruth Loomis.

Kathryn Hanlon, RN was interviewed first. Ms. Foberg noted that when the Board contacted her employment references, they were informed that her former employer (Franklin Medical Center, Visiting Nurse Association), did not give references but would only confirm her dates of employment. Mrs. Hanlon was asked to call the Town Office with personal references and other work references. Mrs. Hanlon is presently enrolled at UMASS two full days each week. (She would be unable to work on either Tuesday or Thursday.) Jim asked what wage she is looking for, and she replied that she can return to work with her former employer at any time at the rate of $23.65 per hour. She would like something in that range, and she is also looking for medical insurance coverage. She asked about certain administrative duties relative to the position such as patient records, legal aspects of medical supervision and oversight. She noted that as a Visiting Nurse she was aware that these issues were vital, to protect the patient, the nurse and the employer. Mr. Laffond stated that the Board has not yet addressed these questions, and much of this would have to be researched by the Town Nurse.

The next applicant was Ruth Loomis, APRN. Ms. Foberg reported that Mrs. Loomis had received excellent references from her former employers. It was noted that there would be a great deal of work to do in setting up administrative guidelines and putting an office together. Ruth stated that she was experienced in this kind of thing. She pointed out some basic needs for the office, some of which are still here from the former nurse's office. Mrs. Loomis is an Advanced Practice Registered Nurse, usually called a Nurse Practitioner, which adds another dimension to her capabilities, such as her ability to write prescriptions. She asked if Dr. French and Dr. Miller would be comfortable with this concept, and was told that Dr. French has at least one Nurse Practitioner working out of his office already. The Board stated that costs for continuing education would be paid by the Town. Mileage reimbursements are still under discussion. She stated that she is looking for $20,000 per year which is about $24.00 per hour, and she is available to begin work immediately.

After both applicants left, there was a discussion relative to their merit. Mr. Brown stated that he wanted to hire Mrs. Loomis. It was noted that both candidates were personable and seemed capable, Mrs. Loomis has both the training and experience suited to the job. It was further noted that Mrs. Hanlon would be unable to work two days each week due to her course schedule at UMASS. There was a motion to appoint Mrs. Loomis to the position, it was seconded and voted unanimously. Neither applicant will be notified of the outcome of the vote until the Board has had an opportunity to discuss wage concerns. It was the consensus to meet Tuesday, December 1 at 5 PM.

Doug Wilson (Executive Director), Felicity Pickett (Director of Administration), and Robert Riversong (Trustee in charge of Buildings & Grounds) came to the meeting at the request of Chairman Brown to discuss their plans to replace the septic system for the Rec Hall as well as a new system for the expansion of the dining facilities and kitchen at the Farm House. They would like to do percolation tests now as the Rec Hall gets heavy use in the summer and it would be difficult and dangerous to do the work while camp is in session. Presently, clear water is pumped out of the tank at the Rec Hall in the Spring due to high water levels. It apparently backs up through the leach field. Engineer Steven Aldrich of Royalston made an assessment of the requirements. It is felt that a mound system (65' x 125', with 2500 cubic yards of fill) in accordance with Title 5 regulations would be required to replace both existing systems at the Rec Hall. (One system is for gray water and one for septage.) The cost of the new system would be approximately $36,000 and might be located in one of two areas: in the apple orchard or behind the infirmary. This is the preferred site, although it would require extensive trenching with manholes every 300 feet. The Board pointed out that the new dining facilities and additional kitchen facilities at the Farm House are new construction and a percolation test could not be conducted there until the percolation test season (March through May). Felicity said that they are really not ready to begin construction for another year or so anyway. Jim will get some dates for a percolation test at the Rec Hall from Health Agent Sharon White and call Mr. Riversong.

All other business was tabled until Dec 1 at 5 PM.

The meeting adjourned at 9:15 PM.

Respectfully submitted,
Melissa S. Quinn, Administrative Assistant

Approved:

James D. Brown

James D. Brown, Chairman

Ellen L. Foberg

Ellen L. Foberg

Leonard J. Laffond

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