Board of Health
Meeting Minutes
October 26, 1999

Present: Ellen Foberg, Leonard Laffond, Mary Jo Phelps, Melissa Quinn

The meeting was called to order at 7:15 PM. Ruth Loomis, Town Nurse Practitioner was present to discuss a schedule for additional 8 weekly work hours for a total of 24 hours per week. It was the consensus of the Board, with Mrs. Loomis' recommendation, to adopt the following weekly work schedule:

Monday	8am to 2pm (office hours – patient visits)
	2pm to 4 pm (hours calls)
Tuesday	10am to 2pm (office hours – administrative duties)
	2pm to 6pm (office hours – patient visits)
Wednesday	off
Thursday	8am to 2pm (office hours – patient visits)
	2pm to 4pm (house calls)
Friday	off

Ms. Loomis stated that there were no complaints so far about not having office hours on Fridays. The Board stated that they would work on a benefit package for the new 24 hour per week position and would discuss it with Ms. Loomis at a later date. She will meet with the Administrative Assistant at a mutually convenient time to discuss the benefits for which she is now eligible. Her new hours will begin the week of November 1, 1999. Ms. Loomis informed the Board that her annual educational conference is coming up soon in Boston. She felt that the hotel fees were very expensive, but it was the consensus of the Board that it was too difficult to commute in and out of the city, and authorized her to stay in the conference hotel.

Chairman Foberg reported that she had been contacted by septic system installer Jim Williams relative to the extension of construction deadlines for septic systems at the Petersen property, the Carlow property and the Graziano property. A note was received from Mr. Graziano asking for an extension to June 30, 2000. It was voted to grant this extension. Mrs. Petersen stopped in the town office and stated that she would send the Board a letter asking for an extension. Mr. Carlow will be contacted and asked to send a letter requesting an extension for his system

A copy of the inspection report for the Rowe School (food services) was received from Health Agent Sharon White. The inspection was conducted by Ms. White on Friday, October 8. On that date Ms. White also conducted a food service inspection at the Maple House Bed & Breakfast. A copy of that report was also received. Both reports indicated that there were violations to the health code, and Ms. White will re-inspect both facilities at a later date to determine that these have been corrected and the facilities are in full compliance.

In a matter related to the Maple House B&B inspection, owners Mike and Rebecca Bradley were informed by Ms. White that if a fully documented pumping log cannot provided, a Title 5 inspection will be required. After several phone calls, it was ascertained that the Board must provide a DEP approved pumping report form to pumpers/haulers for reported purposes. Ms. Quinn drafted a form and faxed a copy to Houghton Sanitary Service in Guilford, VT so that they could provide a report on the Bradley system. She also contacted Jane Pierce at DEP, and with some minor revisions, Ms. Pierce approved the form. It was the consensus of the Board to approve the revised form and copies will be sent to all pumpers/haulers for reporting pumping records to the Board of Health. It was noted that this has never been a problem in the past, and pumpers/installers have been reporting to the Board on their own forms.

The Board received a copy of a letter from Sharon White to property owner Wesley Gfroerer regarding public health code violations at his property on Tunnel Road. (See file.)

The Board received three copies of an application for a building permit for Edward Keeney of Old Cyrus Stage Road. The Board reviewed the plans for his septic system to make sure that the proposed construction (a shed) was not too close to his septic system. There appeared to be no problem and Chairman Foberg signed off on the application.

The meeting adjourned at 8:45 PM.

Respectfully submitted,
Melissa S. Quinn, Administrative Assistant

Approved:

absent
Ellen L. Foberg, Chairman

Leonard J. Laffond
Leonard J. Laffond

Mary Jo Phelps
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