Town of Rowe – FY2009
Board of Health
Minutes – Oct. 23, 2008

Call to order: 7:00 PM

Present: Dan Poplawski (chairperson); Angela Foshay; Cathy Snyder; Linda Bickford (clerk)

Audience: no audience

Poll of Audience: no business

OLD BUSINESS:
Minutes: Minutes from the Sept. 3, 2008 and Sept. 25, 2008 meetings were approved and signed.
Transfer Station:
Composting toilet: Composting toilet is up and running.. Attendant has been apprehensive of this change over. Ms. Foshay purchased a calendar to catalogue servicing days for transfer attendan. Clerk will obtain feedback from Town Coordinator about payment schedule for "porta –potty" and inquire about proper procedures for elimination of this service.
Construction: Ann wrote a statement for Bill Foster containing pertinent information about the specifics of the construction project at transfer station. It was suggested at that time to consider enhancing bid request to include more specific detail for future projects.
Electrical work: It was determined to reduce the bid for electrical work at transfer station to include just wiring work and not pursue the extra work (such as moving the box) that was originally included in the bid. Dan will call Paul Mary electric to inquire about this change.
Tobacco grant: Board revisited possibility of applying for tobacco grant before deadline of Nov. 15, 2008. It was determined that this grant does not apply to the Town's circumstances because there are no retail establishments with in the city limits that sell tobacco products. There fore this grant will not be pursued.
Town health clinic: Same reports reviewed. Cathy volunteered to partner with Town nurse to help with emergency plan and medical emergency disbursement. Monthly report reviewed. Flu shots will begin in the month of November. Clinic visits expected to increase during this time. Equipment release form was reviewed by BOH. Town clerk will e mail Town Council for review before form approval.
Inspections:
Woodward: Inspection for Woodward property completed and approved by Health agent. A copy of completion papers will be filed in Woodward property file.
Houghtaling: BOH member, Ann Foshay checked on D box compliance progress of the Houghtaling property. Progress was made but no date for final inspection has been set. Houghtalings will call when work is complete.
Food Handlers Course: Cathy Snyder has been registered and fee has been paid (minus $20 book fee). Cathy will be attending conference in November, 2008.
BOH Clerk Job Description: BOH clerk job description was reviewed to determine whether more weekly clerk hours are needed and should be proposed at Town Meeting. It was determined that clerk hours should be moved from 5 hours per week to 10 hours per week.
Mass Health Membership dues: BOH member Dan Poplawski is in the process of obtaining application for continuing BOH membership with the state. This allows for discounted rates at certification classes and conferences.

NEW BUSINESS:
Transfer Station:
Franklyn County Solid Waste Managemen: will be replacing aging bins by assessing each town approximately $900 per year. It was moved and approved to pay this cost out of the MRIP account during this fiscal year (2009). Our

next year's budget will reflect this cost in the operations budget. This cost will start immediately and continue as an ongoing permanent cost.
Resident request: The Board voted to allow town resident Mauve Gallagher to set up information table about Greyhound ballot question at the transfer station before the election on November 4, 2008.
Mohawk School district: The Board approved the request of the Mohawk school district to use the transfer station to dispose of some of their waste to help alleviate maintenance costs of school. This will take place once every eight weeks during transfer station open hours. Dan will contact Rowe Board of Selectman of our approval for the project.
Purchase orders: Shredder quotes were presented to Board along with request for in sundry operational office supplies. Will look in to quality and grade of shredder and talk to Bakers Office Supply about shredder and get price quotes on office supplies before approval. This will be presented at the next meeting.
Health Agent: Received new food inspection forms from state concerning calendar year 2007. Forms were given to town Health Agent who is the official food inspector for the town.
Town Nurse: The town nurse was given TB reporting compliance material sent to the BOH by state health agency.
Red Cross: Correspondence from Red Cross was determined to be non compliant with town needs since it specifically addressed situations of water main emergency protocol.
BOH meeting times: The Board decided to move their regular meeting day from Thursday nights to Tuesday nights. The last Thursday night meeting will be November 6, 2008. The first Tuesday night meeting will be November 18, 200, followed by December 2, December 16, and December 30, 2008.
BOH open office hours: It was determined to pursue the possibility of open office hours for BOH office. If additional weekly clerk hours are approved, three hours will be designated to this end.
Yankee Atomic: received risk assessment notice from state of decommissioned Yankee Atomic. No outstanding concerns. Report is to be filed in Yankee Atomic record file.
Burial Fees: Received letter from state about compliance changes to burial fees. BOH unsure if information pertains to town of Rowe. Dan Poplawski will inquire about status with Board of Selectman member Bill Loomis.
Centers for Disease Control: BOH received invitation from Valerie Carlson to attend meeting on Nov. 14, 2008 for introduction of new state program about public health disease control prevention. Ann will look in to attending.
Certification training: BOH reviewed certification training information to consider possible attendance. The BOH members availability does not allow for any member to attend.

Next Meeting: The next meeting will be Thursday, November 6, 2008

Adjournment: Meeting adjourned at 8:42 PM.

Respectfully submitted,
Linda Bickford
Board of Health Clerk

Approved:
Daniel P. Poplawski
Daniel Poplawski, Chairman

Catherine Snyde
Cathy Snyde, Board member

Angela Fraley Foshay
Angela Foshay, Board member