

**Town of Rowe FY2016
Board of Health
Meeting Minutes for January 21st, 2016**

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

Call to Order 6:21PM.

Appointment (s) Town Nurse, Sheila Litchfield

Ms. Litchfield in to discuss the new proposed Personal Policy as it pertains to her "holiday time" compensation:

The new policy will have a negative impact on her salary being that eligible holiday compensation for an employee working 24 hours per week will amount to 4.8 hours pay. Ms. Litchfield estimates that this will be a loss of approximately \$1,000.00 in 2016. Ms. Litchfield met with the Selectmen to voice her concerns but feels she was not well received.

David explained to Ms. Litchfield that she should have come to the BOH with this issue; that the board would have met with the Selectmen on her behalf. Ms. Litchfield agreed and will first come to the BOH with any issues going forward. The board will discuss this further at their next meeting.

GENERAL BUSINESS

Minutes for January 14th, 2016 approved and signed.

Warrant(s)/Invoices: Approved and signed.

TRANSFER STATION

Attendants Logs

David read aloud the logs; no action necessary.

Gate Repair

The board reviewed the Waste Management cost estimate for maintenance and inspection, \$475.00.

Marcella was instructed to contact WW and ask when they are coming to service the compactor.

Compactor Replacement

Estimate on new compactor pricing ranges from \$14,698.00-\$16,335.00.

FCSWMD

Inspection Report

Inspection took place in October minor violations have been corrected. Marcella will leave the DEP copy for Jennifer to sign and mail (as Chair, she is listed "responsible party").

Roll-offs

Rowe's share of the new roll-off container is \$1,028.25.

Hauling

The hauling fees will increase by approximately 2% for FY17.

HEALTH SERVICES

Time off

The office will be closed Friday 1/15/16.

Annual Report

The board reviewed the nurse’s annual town report submission. No action needed.

Homebound Clients/Transfer Station

The nurse sent a memo asking if a homecare provider requires “special permission” to drop off at the transfer station being that their vehicle is not eligible for a sticker. After some discussion the board instructed Marcella to have Ms. Litchfield contact her clients and ask them to call the transfer station attendants to inform them that that this person would be dropping off their trash and recyclables.

PRIVATE CEMETERY

The board read the letter sent to Susan Wood, Russell Jolly and Jennifer Younglove Wood from the Rowe Conservation Commission stating their proposed burial site complies with the Wetland Protection Act. This approval will now allow the BOH to issue a letter granting permission to Susan Wood, Russell Jolly and Jennifer Younglove Wood to establish a family burial plot on their property located at 19 Stone Hill Rd.

Marcella prepared a letter for the board to sign informing the property owners they have been granted the BOH permission and must proceed as follows:

“You must send this BOH letter and the site plan to the Regional Office of the Department of Environmental Protection (DEP) for review. If approved by DEP, you must file a copy of the approved site plan as an addendum to the deed for the property and have it recorded at the Franklin County Registry of Deeds in Greenfield. A copy of DEP approval, the addendum and proof of recording at the registry must be submitted to the Rowe Board of Health prior to any burials”.

Before signing, David expressed apprehension in regard to signing a letter essentially giving permission to establish the plot before the required deed addendums are filed. He is concerned that the BOH has no way of knowing if the property owners will comply with next steps before establishing/utilizing the burial site. Marcella explained the DEP requires BOH permission in order to approve the site, without the letter, the property owners cannot move forward with the next steps.

Meeting Closed 7:16pm

Jennifer Morse, Chair

David Cousineau

Joann Brown

Next meeting 2/4/16

Approved:3/3/16