

Town of Rowe FY2016

**Board of Health
Meeting Minutes for April 15th, 2016**

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

Call to Order 6:04PM.

GENERAL BUSINESS

Minutes

March 31st, 2016 minutes approved and signed.

Payroll/Invoices:

Invoices and payroll #21 approved and signed.

TRANSFER STATION

Attendants Logs

David read aloud the logs; no action necessary.

Gate

The board re-signed the estimate page at the request of Fitzgerald Fence. Marcella will mail out.

Compactor

Selectmen Chair, Marilyn Wilson sent an email confirming that a warrant article to appropriate \$15,000.00 for the new compactor has been added to the Annual Town Meeting Warrant.

Attendants Salary

The board voted to transfer \$500.00 from Refuse Garden Operations to cover the shortfall in Attendants Salary.

E Waste Pick-up

FCSWMD will be picking up e waste (fluorescent bulbs, ballasts). Dave will speak with attendants to see if they need a pickup of these materials.

HEALTH SERVICES

Monthly Report

David read aloud the monthly report: 136 client encounters for March.

Comp Time

Marcella researched the minutes and could not find a formal agreement regarding comp time between the board and the town nurse. Looking back over the fiscal years' time sheets, Marcella estimated that the nurse has accumulated over 50 hours of comp time thus far. The board discussed several options they may alleviate the excessive overtime, including instituting a patient cut off time, a change in office hours and a cap on overtime allowed. The board instructed Marcella to speak with Ms. Litchfield about their concerns and ask her to look into ways that will reduce overtime. They would like Ms. Litchfield to attend a meeting in May.

Time off Policy

Dave read aloud an email from Ms. Litchfield regarding the new personnel policy:

"I understand that this policy is in effect immediately, however I am unable to determine how to apply prorated share to sick leave, vacation leave, holiday time, or personal time policies to my 24 hour per week employee status".

Marcella went over the policy with other town employees and feels confident she will be able to explain this to Ms. Litchfield so that she completely understands.

MAPLE HOUSE

Permit

The permit will be issued at the time of inspection.

Water Test Results

The samples collected on April 7th 2016 were absent of contaminants.

PERMITTING

The board reviewed an application for a *Temporary Food* permit from Rowe Baseball League. Permit signed.

PUBLIC WATER SYSTEM

Bacteriological reports for samples collected from Town Hall, Pelham Lake and Avery Fountain on 3/2/16 show they are all absent for contaminants.

Rowe School

The board reviewed data reports on samples taken 3/14/16. Absent of contaminants.

TITLE V

Permitting

The board reviewed an *Installer P. ermit* application from Barkus Excavating. Permit signed.

Pumping Reports

Name	Condition	Gals Pumped
Yankee Atomic	Okay	2000

Septic

Mr. Dupras P.E. will attend the next meeting to discuss repairs to septic system at Yankee Atomic. The board instructed Marcella to contact Lisa Danek Burke to request she attend the meeting.

Meeting Closed 7.33pm

Next meeting 4/29/16

David Cousineau, Chair

Joann Brown

Jennifer Morse

Approved:4/29/16