

Town of Rowe FY2016

**Board of Health
Meeting Minutes for October 13th, 2016**

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

Call to Order 6:01PM.

Appointment (s) none

GENERAL BUSINESS

Minutes for September 29th and October 6th meetings approved and signed.

Invoices for Warrant #9 reviewed and approved.

TRANSFER STATION

TRANSFER STATION DRAINAGE PROJECT

Project Manager

The board discussed hiring John Dupras P.E. (Trinity Engineering) as project manager to oversee construction. The board feels it's important to have someone knowledgeable about the plans, state regulations and mandates since several agencies are involved. Both members agree that David should talk to Mr. Dupras about what is required and ask for an estimate for his services.

Since neither Joann nor Maggie may be available to meet on the 20th, in an effort to expedite the project Maggie made a motion to allow David to accept a proposal (should he find it agreeable) from Trinity Engineering assigning Mr. Dupras as Project Manager for the Transfer Station Drainage Project, adding that the proposal should not exceed \$5,000.00; *passed unanimously*. David will contact Mr. Dupras.

Pre-construction Meeting

David will try to set up the meeting for Friday 10/14. The meeting will include David, Mr. Dupras and Tom Danek.

Danek Excavating Revised Bid

David opened the amended bid and read it aloud: \$59,300.00

Mr. Danek explained that since his first bid was submitted (\$48,200.00) "the job had some additions and stipulations to the plan that will change the estimate". This is due in part to the over 200ft swale needed for proper drainage. A Motion was made to accept the proposal of \$59,300.00; *passed unanimously*.

The board instructed Marcella to draft an award letter to Mr. Danek outlining the scope of work that must be adhered to as per Mr. Dupras.

Emergency Waiver

The **D**ivision of **C**apital **A**sset **M**anagement and **M**aintenance approved the board's request to waive the bidding requirements (MGLs Chap 149 Section 44(4) and the advertising requirements (MGL 149 Section 44(6) in order to expedite the project.

Funding

David will contact Selectmen Chair, Marilyn Wilson to discuss the money needed to complete this project. The board would like to add the \$5,500.00 engineering fee as well as the project manager fee to the \$59,300.00 construction cost; this total would be the warrant article amount.

Attendant Request

Kevin Sprague would like to have a Christmas social with cider and donuts. The board voted yes unanimously.

FCSWMD

David picked up the event containers and transfer station signs.

HEALTH SERVICES

EDS Clinic

No board member will attend the EDS clinic this year. The board decided that the attendance of the Rowe Town Nurse, Sheila Litchfield will suffice as Rowe’s presence at the event.

PUBLIC WATER SYSTEM

Monthly Reports

Bacteriological reports for samples collected from Town Hall, Pelham Lake, Rowe School Kitchen and Avery Fountain on 9/7/16 show they are all absent for contaminants.

TITLE V

Pumping Reports

Name	Condition	Gals Pumped
Brown, J (27 Newell Cross Rd)	ok	1000
Besgen, K (198 Hazelton Rd)	ok	1000
Kalaus (14 Brittingham Hill Rd)	Tank being replaced	not noted
Lowell, F (18 Old Cyrus Stage Rd)	ok	1500

Meeting Closed: 7:05pm

Next meeting 10/27/16

David Cousineau, Chair

Joann Brown

Maggie Rice

Approved: 11/3/16