

Town of Heath
Board of Health
Meeting Minutes from December 2, 2015
Sawyer Hall

BOH members present: Karen Brooks, Chair, Mike Freeman, Betsy Kovacs, Armand Clavette, BOH Clerk Gloria Fisher

FRCOG Health Agent: Glen Ayers

Meeting called to order at 5:35 p.m.

Discussed the upcoming Town Nurse's Annual Performance Review. Betsy noted that she is the liaison to the nurse.

1. The agenda was reviewed with FY 17 Budget, Incident at Rte. 8A N, Town Nurse Annual Performance Review, and Task Force on the Elderly added.
2. Minutes from the BOH 8/25/15 and 11/4/15 meetings were unanimously approved as amended.

5:45 p.m. Claire Rabbitt arrived.

5. Annual Performance Review with the Town Nurse: Claire talked about her duties and new initiatives she is proposing. The BOH and Claire discussed hiring and using the FRCOG Regional Nurse, Lisa White, to help supplement the good work Claire is doing and to provide assistance with computerized reports. Betsy suggested that everyone on the BOH read the book, *On Being Mortal*. Discussed forming a task force on finding out who needs help in town and how to help them.

6:20 Claire left the meeting.

3. Gloria will write a letter to local Realtors informing them of the Policy on Occupation of Campers after the MEPOA season has ended.
4. Discussed sending the Temporary Occupancy Permit Applications with the tax bills. Tax Collector Betty Nichols has agreed to let the BOH stuff these in the tax bill envelopes. The form will be updated to indicate the new dates: May 1, 2016, through April 30, 2018.
6. Tight Tanks at MEPOA – Armand checked out the dumping station at Mohawk Estates after the season ended. The Tank to the left facing the lake is 24" from very top; the tank to the right facing the lake is 46" from the top.
7. BOH Winter Schedule – Armand leaves January 10 for the winter; Karen leaves the end of December. Discussed the January 6, 2016, meeting. Karen made a motion to

appoint Mike Freeman as Interim Chair of the BOH until her return at the end of March. The motion passed unanimously. The BOH will keep their meeting schedule the first Wednesday of the month at 5:30 p.m. in Sawyer Hall.

8. Septic Systems – Glen reported on the installed septic systems at 16 Ledges Rd. (fine) and at 145 Avery Brook Rd. (needs some work).

9. 4 Lakeview Dr. – all the material has been removed but the property needs grading to keep it clean and sanitary. Armand suggested that the BOH prioritize the list of “trouble” properties and focus primarily on those properties.

10. 5 Ledges Rd., Brownfields Phase 1 Results – The EPA has been reviewing the the materials, but the findings are inconclusive. The EPA recommendation is to do a Phase 2 Review onsite. That decision is up to the Select Board. Money is available from the Petroleum Fund.

11. Updates – Glen has few updates to report. The property at 280 Rte. 8A N is pending. Glen has spoken to the Building Inspector about the illegal building. The BOH will put on a future agenda a review of the Porta-Potty Policy. Betsy moved to have a BOH subcommittee to review the policy. The motion passed.

12. Property Purchase - Karen informed the Board that she bought a property on Rowe Rd. and another on 9 Deer Run Path, which needs a Title V done.

13. Stipends - A notice was received from the Accountant that she needs a memo regarding semi-annual stipends. The clerk will process the memo to the accountant. Betsy suggested that with the exception of the chair, the BOH members do not need to receive a stipend. This will be discussed at a future meeting before town meeting.

14. Budget - Karen shared the budget discussion she had with Phoebe Walker and the documents that Phoebe gave to Karen. It was suggested that the Town of Heath hire FRCOG Regional Nurse, Lisa White, to work with Claire and to help with MAVEN, team meetings, chronic disease monitoring, and a connection to the School Nurse. The fee for these services will be approximately \$500 per year. Betsy proposed having a discussion with Claire about her opinions on a public health nurse. The goal is to be working collaboratively.

15. HMCC – The Health and Medical Coordinating Committee will be replacing MAPHCO. The FRCOG got a grant to do this. There will be a meeting once a month for all four counties.

16. Pumping Reports - were reviewed and all were good.

17. There was no nurse’s report tonight.

18. Practice Burn Policy – The policy was signed with one abstention.

19. Residence on Rte. 8A N – discussed report received of unhealthy living conditions. Karen mentioned that she had spoken to Sheila Litchfield about this, but no resolution has been reached. Resident deserves respect; the BOH just wants to help improve the living situation. Betsy moved that a member of the BOH ask Sheila to give her best recommendation . The motion passed with one abstention. The Board discussed the formation of a Task Force on the Elderly.

20. Public Comment – Glen announced the planning of a training ServSafe to be held in W. County in the spring. This will be put on a future agenda.

Meeting adjourned at 7:30 p.m.

Documents:

Minutes 10/7/15

Minutes 10/21/15

Pumping Report

Title V reports

Letter from Dell Rd owner

Memo to Fire Chief

Burn Guidelines

Letters to Selectmen

Water Test Report

Conflict of Interest Law

E-mails

Nurse's Report

Respectfully submitted by BOH Clerk Gloria Fisher.