

Board of Health Minutes March 6, 2018 Town of Williamsburg

Members present: Donna Gibson, chair, Gordon Rusty Luce, Helen Symons

Guest, Charlene Nardi Town Administrator

Meeting called to order at 230 pm

Minutes of February 6, 2018 approved with one correction budget for HRMC has been increased because of adjustment to HRMC's administrators hours.

Transfer Station issues/ Old Business:

Sign notifying residents that the attendants will be checking for current stickers is now in place and this has started. Rusty has sold stickers to a few new residents.

The process of issuing receipts for cash has also commenced. The carbon copy of receipts will be kept in the BOH files in case they need to be reviewed by the auditors.

A motion was made and approved to authorize Kathleen Casey for the amount not to exceed \$100 if the printing costs exceed the amount for printing and mailing the recycling postcards.(completion required to receive the additional \$750 of the recycling grant towards the purchase of the cardboard compactor) The draft of the postcard announcing the new cardboard compactor with the rules for recycling was approved. Helen will notify Kathleen of this. Kathleen will be ordering them this week from Hatfield Printing.

Donna has ordered the new permit stickers for 2019 and they will be purple in color.

Winston Bancroft has completed the installation of the LED lights in the large TS shed and also over the area for the bottle recycling.

New Business:

Charlene discussed the BOH computer and explained the process of signing on remotely so that Donna or Helen can work from home. We also discussed how we could use the line item of the Public Health Nurse more effectively. Charlene suggested that this item be changed to Public Health Emergency Funds. We also discussed how we might be able to recycle the current supply of syringes but Donna explained that they can only be used for emergencies. As far as we know they do not expire and are being kept in a dry and secure location.

Board discussed the impending storm for Weds March 7 and as there have been warning of its impact to residents from MEMA a decision was made to close the TS at noon. Charlene will announce it on the town wide phone system.

The BOH has received some information from the DEP requiring the posting of 6 Household Waste Collections. Rusty will check with Kathleen for information on how we can implement this.

We have been requested to meet with the Finance Board to discuss next year's budget on Weds 3/21 at 5pm at the meal site. All members said that they could attend this meeting.

Next meeting March 21, 2018 6pm

