The regular meeting of the Board of Health was held on Tuesday, December 15, 2020. Michael LaFever, Chairman; Carolyn Rogowski-Duarte, Member; Adrienne DeSantis, Secretary; and Andrea Crete, Health Agent were present. Minutes are being recorded by LCTV video and are being transcribed from the video. The meeting was called to order at 4:05 p.m. by Mr. LaFever. **This meeting was held during the 2020 COVID-19 outbreak.**

Board members signed departmental bills.

Board members read the minutes of October 27, 2020 and November 10, 2020. Motion made by Ms. DeSantis to approve the minutes as written. Seconded by Ms. Rogowski. All in favor 3-0. Minutes were signed by Ms. DeSantis.

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Board members selected January 12 and 26, 2021 as their next meetings.

**Health Agent Report**

Mr. LaFever inquired as to how many applications have been received for the Program Coordinator position. Ms. Crete currently has seen 4 applications. The position has just been advertised on Indeed. It is recommended to wait about 2 weeks before scheduling interviews.

There was a request for a Local Upgrade Approval for 56 Old Coach Circle, owned by Brian Leonard. Sanitarian Lorri McCool is asking for a 2-foot reduction to groundwater. Motion made by Ms. Rogowski to approve the variance. Seconded by Ms. DeSantis. All in favor 3-0.

Conrad Duquette came in at 4:15 to meet with the Board. Mr. Duquette purchased property located at Lot 2, West Street. The well that was drilled back in 2006 was mispositioned onto a town right-of-way. There were plans submitted and approved showing where the well was to be drilled back in 2005. It is the obligation of the well driller to locate and position the well according to the approved plans. Ms. Crete recommends that the current well be decommissioned and a new well be drilled. Motion made by Ms. Rogowski to accept Ms. Crete's recommendation for a new well. Seconded by Ms. DeSantis. All in favor 3-0.

Ms. Crete would like to award the Public Health Nurses with a merit increase. There is currently enough money in the budget to cover the increase. This increase would be for the Nurses commitment and extra workload during the COVID pandemic. The nurses have been performing contact tracing, business inspections for compliance, MAVEN work, and numerous conference calls. Ms. Crete would like to see this take effect on December 21, 2020. Motion made by Ms. Rogowski to approve the merit increase. Seconded by Ms. DeSantis. All in favor 3-0.

While installing a septic system at 33 Aldo Drive, the installers came upon elevated ground water. The plans have been revised to account for the higher ground water. Ms. Crete would like to allow the installer to continue working and bring the plans before the Board at the January 12, 2021 meeting for approval. Board members agree to allow the continuation of work and to discuss the plans at the future meeting.

The Board of Health robocalls will be going out to the public on Mondays. This call will include all the updated COVID case numbers for the community.

Motion made by Ms. Rogowski to adjourn the meeting at 4:56 p.m. with Ms. DeSantis seconding the motion. All in favor 3-0.

Respectfully submitted,

Adrienne DeSantis
Secretary

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