

The regular meeting of the Board of Health was held on Thursday, January 31, 2019. Elinor D. Kelliher, M.D., Chairman, Carolyn Rogowski, Secretary, and Adrienne DeSantis, Member were present with Office Assistant Tim Fontaine recording the minutes. The meeting was called to order at 4:04 p.m. by Dr. Kelliher.

Board members discussed the giving back of 1-hour personal time to Angela Kramer, RN. Ms. Kramer informed the Board that on December 14, 2018, she was to leave early at 1:00 p.m. Ms. Kramer informed the Board about two weeks later that she actually left at 2:00 p.m. She is asking for the return of the 1 hour. The Board will give her back the 1 hour, but notification should have been in a timely fashion instead of two weeks later.

The Board met with Carrie Ribeiro, Human Resources, to discuss a Health Agent/Director Position. This position would take the place of our Health Inspectors along with our Septic Inspector. Board members decided to use the Health Director title instead of Health Agent as they would be responsible to oversee the daily operations of the office. It will be a management position with a possible salary between \$55,000-\$75,000. Most of this money is already available in the departments yearly budget. Board members will be meeting with the Board of Selectman on Tuesday February 5, 2019 at 6:45 pm to ask for approval of the position. The Board will then meet with the Finance Committee to ask for approval to increase the budget. Until this position is filled, Board members will be asking that the Health Inspectors positions be designated as Special Municipal Employees. This designation would allow for a current staff member to fulfill the role after hours and on weekends.

Motion made by Ms. Rogowski to adjourn the meeting with Ms. DeSantis seconding the motion. All in favor 3-0.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,


Carolyn Rogowski
Secretary

CR/tf