Minutes for Grafton Town Health Officer Subcommittee

August 27,2019 at Grafton Fire/Rescue Department

Attendance: Cathy Siano Goodwin, Stan Mack, Rich Thompson, Suzanne Welch, Christine Tattersall.

1. Meeting was called to order at 6:00 pm.
2. Motion made by Stan to adopt the agenda as presented, second by Suzanne.
3. Election of officers: Stan made motion to elect Cathy Siano-Goodwin as chair, second by Sue, motion made by Cathy for vice-chair Christine Tattersall, second by Stan, and Clerk Rich Thompson, motion made by Cathy and second by Suzanne. All motions passed. Procedures: Brief discussion to follow Robert’s Rules. Meetings will begin on time, and ending meeting will be timely, but if discussion continues to be meaningful and significant towards the ending of adjournment, then meeting will continue with consideration of one’s time.
4. Discussion of THO’s duties as explained in the recent training workshop by VLCT and Vermont Department of Health.

 The following points were discussed:

 . Duties of the THO handles complaints that may result in a health hazard or health risk to the public under Vermont Statute Title 18, Chapter 11 s 602a. The training manual materials were briefly reviewed, but not entirely. Many questions and concerns of the scope of the THO’s job and responsibilities were discussed, such as septic, rabies, and water testing.

 . How to handle and document complaints and the management of reporting were discussed. Better documentation and required record keeping.

 . A need for understanding and define the job description of the Town’s Health Officer with Select Board, Town Administrator, and Grafton Community.

 . Funding issues for the THO and if violations do occur or legal expenses happen with a complaint were discussed. These funding issues will have to be adopted by the SB such as a ticket system.

 . Rental properties in Grafton as it relates to THO. Do we know how many rentals are in Grafton? This is information we may need to know.

 . What has the Town of Grafton adopted for rules, regulations, policies, as it relates to the THO. We know we have septic pumping in the villages on a regular basis.

 . Communicating with the town folks (community) via Grafton News having David Ross giving helpful information (i.e. THO Corner) supporting public health.

 6. Other Business: Contact Town Attorney via Bill Kearns on Jay Karpin’s status as THO as it relates to cause by definition by the State of Vermont THO and any recommendation if there is an early termination of his term. We need to honor his many years of service to the Town of Grafton.

Conflict of Interests form was filled out and will be handed to Bill Kearns.

**Next meeting: September 10, 2019 at 6pm at the Grafton Fire/Rescue Dept.**

Motion made by Sue for adjournment and second by Christine. Meeting adjourned at 7:20pm.

Respectfully submitted,

Cathy Siano-Goodwin