

Board of Health
Teleconference Meeting
June 30, 2020

- I. **Call to Order 1:01PM**
Present: Kirk, Berube, Sargent
- II. **Approve Agenda**
1. Unanimous
AYES: Kirk, Berube, Sargent
- III. **ADMINISTRATIVE**
2. Approve minutes of prior meetings
Results Motion approved unanimous May 19,2020 May 26, 2020 June, 16,2020
AYES: Kirk, Berube, Sargent
- IV. **COVID-19 Updates**
1. Total cases 36, no new cases in over three weeks. Several cases have re- tested positive.
2. Agent conducted food establishment COVID-19 inspection checks.
3. Motion to approve Agent to continue MAVEN Work.
Results: Motion approved unanimous.
AYES: Kirk, Berube, Sargent
- V. **Agents Report**
1. Agent will apprise and deliver Five Daughters Catering a food establishment application to submit for a license for the new retail area.
2. 9 Red Oak Acres tank crush, tie into sewer.
3. 39 Birch Meadow soil testing scheduled for July 7,2020
4. 8 Heath Road Plans Approved.
5. 12 Red Oak Acres file copies are ready to send, Agent will apprise Gwen Town Clerk.
- VI. **Admin hours**
1. Last day for admin position. Kirk will email Carol McCloud to transfer from the reserve funds and or free cash.
- IV. **Email address discussion**
1. BOH current email as is.
- VII. **Payroll and warrant signatures**
2. Motion made to re-sign approval for payroll signature for fiscal 2021
Results: Unanimous
AYES: Kirk, Berube, Sargent
Next meeting scheduled July 14, 2020

MEETING AJORNED AT 1:35PM

Respectfully Submitted,

Deborah A. Ketchen