

# Town of Shelburne

## Board of Health

### Meeting Minutes

April 20, 2020

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The meeting was called to order at 10:03 a.m. on Monday April 20, 2020 by member Ron Kelter. The meeting was held via Zoom due to the Coronavirus- COVID-19 Pandemic.

Board of Health Members Present: Ron Kelter, - Chair, Jody Stetson, Fred Vohr

Others Present: Jennifer Morse (Clerk), Randy Crochier (Health Agent)

#### **Minutes – April 13, 2020**

A motion was made by F. Vohr and seconded by R. Kelter to approve the meeting minutes of April 13, 2020. Vote: Unanimous

#### **Coronavirus – COVID-19 Update**

Jody asked that the Board come up with information for the weekly flyer. The Task Force is concentrating on “What to do if you are sick” flyer. The Board and Health Agent worked together and drafted the weekly update. Board members acknowledged that members of the public have anxiety and stress related and that more information can make those more anxious, the messages will be consistent and are meant to not fuel fear. Main points will be wearing masks, Jody shared that she will be making masks to be distributed on the rack at her home and will not be bringing them to town. She has made over 500 masks to date. Members also wanted to make it clear that the numbers on the website are accurate Shelburne numbers, the state numbers may be incorrect due to the zip code.

Ron to pick up trail signs and PPE supplies at FRCOG on Thursday. Members of the Board will participate in the CPHS call on Thursday evening and Jody will do the Shelburne update.

Discussed email protocol and including board of health email on correspondence since it is the public record for the town. Moving forward Jenn will check messages twice daily and pass information to members, the Public Health Nurse and Health Agents as appropriate.

Discussed the importance of contact and case tracing. Reviewed CPHS protocol, first report received by Lisa White who then distributes the workload to the other Public Health Nurses and Health Agent. Most cases are contacted within one hour of showing up on MAVEN or by verbal report.

#### **Health Agent Updates**

Randy reported that last Friday he went to all open businesses in Shelburne to discuss plexiglass partitions, limit on number of customers and wearing protective equipment.

High Village Smoking Complaint – Randy shared that he is still having some correspondence with a concerned resident regarding smoke smells. Jody shared that a sign is going up at Highland Village Laundry stating that per the Board of Health only one person at a time is allowed and masks must be worn.

Lisa Danek Burke continues to handle septic and title v work

Jennifer inquired about the recent email regarding a Beaver complaint and how such complaints should be handled. Randy shared that Beaver Complaints are a Board of Health Issue and are handled by the Health Agent. He confirmed that he contacted the homeowner.

Ron asked about a phone message he had passed on regarding Apex Camp. Randy confirmed that he had spoken with them about the summer camp and a septic plan.

The next meeting is Monday April 27<sup>th</sup> at 11 a.m..

A motion was made by R. Kelter and seconded by F. Vohr to adjourn the meeting at 10:55 p.m.  
Unanimous Vote