Septic Health Information Task Team

10-22-19 Meeting Notes  (Prepared by S. Bartlett)

Attendees: Susan Slack, Pat Tarpey, Brian Sanford, Amy Lindamood, Steve Zalewski, Kevin Quinlan, Scott Bartlett.
Not Present: Marie Samaha, Bill Gassman, Jim Nelson.

Team Meeting Notes:
• Notes from the 9-10-19 meeting were accepted as written.

Items Discussed:
• Review and discussion of the DRAFT Health ordinance (Rev.1) provided by Susan Slack.
  - Group consensus was reached to recommend implementation of this as a Health Ordinance Town-wide and not just for shore line properties. Changes to Sections 3, 4 & 8 were identified in the draft to reflect this.
  - Move the $45 Admin fee and add it to Section 4.1.A
  - Move the balance of Section 4.1.E to Section 6 and incorporate as an intro to “Fees and Penalties”
  - Correct reference to NHDES in Section 4.4.a
  - **Steve Z.** to develop a proposed schedule for “Fees and Penalties” to be included in Section 6.
  - In Section 8 item 1, repeat B from Section 4.1.B as a definition.
  - In Section 8, move item 6 Poor up above item 3 Fair.
  - In Section 8, define EDA (Effluent Disposal Area) one time in parenthesis.
  - In Section 8, remove item 7.
• **Susan S.** will incorporate the suggested changes and release a Rev 2 of the Draft Ordinance.
• The proposed schedule for Fees and Penalties to be drafted by **Steve Z.** for Section 6 should include administrative fees for issuance of a TCO.
• As part of the outreach to spread the knowledge of the Septic Evaluation and reporting requirements for obtaining a **Certificate of Continued Occupancy (CCO)**, should it be adopted, the following groups should be mailed appropriate information; Realtors, Mortgage Companies, Title Companies, Septic Designers, Septic Evaluators and Inspectors, Septic Installation Contractors, Etc. Articles should also be placed in the local newspapers and published as a press release on the Town website.
• To help the administrative implementation of this ordinance, perhaps a pop-up notice could be set to appear on the electronic property tax cards so inquiries could receive this information.
• The proposed penalties for violations of the ordinance will need Legal review prior to implementation.

Next Meeting, Monday, 11-18-19, 1 pm.

Agenda Items to be discussed at our next meeting;

1. Town Planner and Legal opinion if the town can require septic evaluations and reporting. (**Bruce W.**)
2. Review of Draft 2 of the proposed Health Ordinance. (**Susan S.**)
3. Steps and tools for an internal process to require and track Septic Evaluations on property tax cards and the issuance of a “Certificate of Continued Occupancy” for continued Septic System Use. (**Steve Z.** (Overdue))
4. Septic criteria for possible future short term rental regulations. (**Bruce W.**)

(End)