



OFFICE OF  
**BOARD OF HEALTH**

5 SPRINGDALE AVENUE P.O.  
BOX 250  
DOVER, MASSACHUSETTS 02030

MINUTES OF MEETING  
March 26, 2007

MEMBERS PRESENT: Mary Crane, Chair. Dr. Harvey George, Dr. Joseph Musto

AGENTS PRESENT: Diane Fielding Administrative Director

Meeting was called to order at 7:00 P.M.

This was an informal meeting of the Board of Health to discuss the retirement Of Agent Phillip Luttazi, Diane Fielding the Administrative Director presented the Board with the retirement letter from Agent Luttazi which indicated that his last day of service with the Dover Board of Health will be June 29, 2007. After reviewing a job description that Agent Luttazi provided to the Board, and reviewing how Title 5 has changed, and how the Town of Dover is growing it was decided unanimously by the Board that a professional engineer should replace Agent Luttazi. This person who ever it may be will be hired as an employee of the Town. Diane Fielding was asked to put together a job description and an ad for the next meeting, also the Board was notified that the job description must go to the Personnel Board in order to hire someone as an employee. The Board needs to have some kind of hourly rate. Diane Fielding will research other Towns that have all septic and see how much they are paying their Agents, the Board will need these figures for a decision on what to offer someone. The Board would like to have a Professional Engineer in place before Agent Luttazi leaves so that they can work together for a short time.

Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Diane Fielding Administrative Director,  
Dover Board of Health