

**Septic System Evaluators Board Minutes  
July 19, 2017 at 9am  
121 South Fruit Street, Concord, NH**

A meeting of the Septic System Evaluators was held on July 19, 2017. The meeting was called to order by Christopher Albert at 9:08. Those present were: Christopher Kent, Dawn Buker, Peter Rowell and Mark McConkey. Attending from the OPLC were Chris Horne and Attorney Robert Lamberti, Daryl Justham and Tom Canfield were present as a members of the public.

**1. Reading and approval of June 21, 2017 minutes-**

P. Rowell made a motion to approve the minutes as written, M. McConkey seconded, all in favor, motion passes.

**2. Communications General-**

a. Attorney Robert Lamberti- An interim waiver was approved by the Legislative office to be effective August 17, 2017. As a result, the Board may begin taking applications by late September. The rules for the waiver will minimal for licensure of those grandfathered under the statute.

The interim waiver is for 6 months. During this time the Board will need to complete the permanent rules. C. Albert will be working with Attorney Lamberti on the 300s and 400s.

The Board would like a section added to paragraphs III and IV, requiring a listing of the 25 evaluations completed by the applicant prior to licensure. This will also be added to the application. The listing shall provide: the date the evaluation was done, the address and the work done. This section of the application shall provide the Board with a required affidavit as well.

P. Rowell made a motion to set the fee for new applicants at \$100.00, M. McConkey seconded, all in favor, motion passes. Once the applications are submitted the Board may revisit the fee and determine if an increase of the fees to \$150.00 is necessary.

The Board feels we may get between 200-300 new applicants immediately.

The Permanent rules will need to be in place by January 1, 2018.

P. Rowell made a motion to accept the waiver with the changes, D. Buker seconded, all in favor, motion passes.

The interim rules will be posted on the website once they are approved by JLCAR

**3. Communications- Board Action-**

a. 200s—R. Lamberti will check on the status from the AGs office on when these rules will be completed

1. Complaint Form- The Board reviewed the form and staff will make requested changes.

b. 300s- The Board reviewed the application form and staff will make the requested changes

c. 400s- renewals and continuing education.

d. 500s- Ethics-

e. 600- Purpose and Scope-

#### **4. Unfinished Business-** none

#### **5. New Business-**

a. For the next meeting the Board members are going to list their thoughts on what they expect to see in the rules for the purpose and scope. The Board members are also going send the staff a list of courses for everyone to review so they can decide on what courses to approve for continuing education. Once staff receives information it will be sent out to all the Board members to review prior to the next meeting.

b. Board members discussed if someone took a course prior to this Board being formed and they have not kept up on the certification, can the course be approved? This will be determined by the Board when they are doing the rules regarding approved courses and when they were taken.

c. Board will also have to determine if the class was taken more than 5 years ago does that person have to apply as a new person? There are also people who have taken the course and performed 25 evaluations but outside the 5 year time span. This will also be addressed

#### **6. Adjournment-**

The next Board meeting will be August 16, 2017 at 9:30

D. Buker made a motion to adjourn at 10:40, C. Kent seconded, all in favor, motion passes.