

Department of Health

Environmental Health
108 Cherry Street – PO Box 70
Burlington, VT 05402-0070

HealthVermont.gov

Agency of Human Services

[phone] 802-863-7220

[fax] 802-863-7483

[toll free] 800-439-8550

November 2, 2020

Chair of the Selectboard
Town of East Montpelier
Town Clerk's Office
PO Box 157
E Montpelier, VT 05651

Dear Sir or Madam:

I am writing to you regarding your Town Health Officer's term of office, which, will expire on 12/31/2020. We would like to have a recommendation from the Selectboard for a Town Health Officer to serve for the next three years. The law provides that the Department of Health appoint a Health Officer upon recommendation of the Selectboard. Thus, we urge you to give this matter your immediate attention.

The Department of Health believes that you should recommend someone who is interested in responding to and resolving **issues associated with rental housing, water/septic, mold and other public health issues** that often arise or are disputed between different parties.

Electronically fillable versions of the Town Health Officer Recommendation and Oath Forms can be found on the Vermont Department of Health's Town Health Officer webpage (healthvermont.gov/tho), or you may use the enclosed forms.

If you designate a new individual to be appointed to this position, please ensure that the recommended individual takes the enclosed oath/affirmation in the presence of a person authorized to administer oaths/affirmations. This must be returned to the Health Department in tandem with the recommendation form. We will be unable to process the appointment of the new Health Officer until we are in possession of the completed oath.

If you have any questions please contact me at 800-439-8550.

Sincerely,

Meg McCarthy
Compliance and Enforcement Advisor
Environmental Health Division
Vermont Department of Health

Enclosures (2)



**FOR OFFICE USE ONLY**

Beginning Date: _____
Expiration Date: _____
Resignation Date: _____
Entered: _____

Town Health Officer Recommendation Form

This is a:

☐ New Appointment ☒ Re-appointment

Is a resignation letter needed from previous Health Officer? ☐ Yes ☒ No

Start Date: 01/01/2021 Town/Municipality: East Montpelier

County: Washington Full Name: Virginia Burley

Home Delivery Address: 150 Old Farm Road, East Montpelier, VT 05651
(DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: Same

Email Address: vburleyvt@gmail.com

Telephone(s): W: _____ H: _____ Cell: (802) 272-4045

Education: High School XX College XX Other (list) Master's Degree

Professional Degree: ____ (e.g. MD, RN, DVM, DDS) Occupation: Prevention Coalition

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer: Ginny's personality and background knowledge continue to be an excellent fit for this position.

Signed: _____
Chair of the Select Board Date

Print Name: Seth Gardner

Return completed recommendation form to:

VT Department of Health / Environmental Health
108 Cherry Street • PO Box 70
Burlington, VT 05402