

Department of Health
Environmental Health
Town Health Officer Program
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Waterbury, VT 05671-8350
HealthVermont.gov

Agency of Human Services

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October 3, 2024

Grace Williams
7 Crescent Drive
Vergennes, VT 05491

Dear Grace Williams:

Congratulations on your commission as Deputy Health Officer for Bristol. As Vermont's Commissioner of Health, I am appointing you to a three-year term starting on 10/1/2024.

By law, each Vermont town has a Town Health Officer and a local Board of Health (composed of the Selectboard and the Town Health Officer). In addition, some towns choose to have one or more Deputy Health Officers. These are very important positions in the community. There is a long Vermont tradition for Town Health Officers; the position is well over 100 years old and initially involved controlling the spread of communicable disease. Today, the majority of a Town Health Officer's work has shifted toward environmental health issues such as failed septic systems, unsafe drinking water, and animal bites.

As Deputy Health Officer, it is important for you to become familiar with the Vermont laws and regulations covering public health and to learn how these may need to be administered in the town. Town Health Officers have the authority to prevent and abate public health hazards in their communities. The Vermont Statutes contain information about the Town Health Officer's authority and duties:

<http://www.leg.state.vt.us/statutes/chapters.cfm?Title=18>

For further assistance please consult the Vermont Department of Health's Town Health Officer webpage which is located at healthvermont.gov/tho. On that site, we have also provided guidance, forms, trainings and other resources to assist you in your duties, including the Town Health Officer Manual, Town Health Officer Recommendation and Oath Forms, Town Health Officer Complaint & Inspection Form, Animal Bite Report Form and many recorded trainings. There is also a link to a list of agencies that can help you with common environmental health problems. The list is meant to be a resource, but is not exhaustive. You may need to contact agencies other than those listed.

Please feel free to call or email the Health Department about the following concerns: lead, asbestos, drinking water, radon, West Nile virus, infectious disease/epidemiology, animal bites and rabies. Call 1-800-464-4343 or email AHS.VDHTHO@vermont.gov for more information. We are here to assist you in any way we can.

Thank you for accepting this important position. The activities of town health officers are essential in supporting the health of each Vermont community. We appreciate your support in this effort and look forward to working with you.

Sincerely,



Mark A. Levine, MD
Commissioner of Health

Enclosure



**State of Vermont
Agency of Human Services
DEPARTMENT OF HEALTH**

*This is to certify that upon recommendation of the Selectboard, I have appointed
Grace Williams Deputy Health Officer for the town of Bristol for a three year term
beginning 10/01/2024 and ending 09/30/2027.*

Dated this 03 day of October, 2024

A handwritten signature in black ink, appearing to read "Mark A. Levine". The signature is fluid and cursive, with the first name "Mark" being the most prominent.

**Mark A. Levine, MD
Commissioner of Health**