

Board of Health
Meeting Minutes
March 13, 2014

6:30pm	Meeting called to order by Chairperson, Donna Clark. Present Allen Hoffman, Gary Menin, David Favreau (BOH Agent)
General Business	The Chair, Donna Clark, stated that the meeting would be recorded. Gary Menin made a motion to have the recording attached to the Minutes when they were posted on the web site. No second so the motion died on the floor.
Attendance	Gary Griffen, Carl Strate, Terry Heinold, Mike Pineo, Chris Knuth, Barry Lein, Barbara Roberti, Gerald Kokernak, Charla Knoll, Steve Damiano, Mike Rivers, Russ Philpot, Mr & Mrs Hawley, Larry Pape, Jim Simpson, James Garreffo.
Minutes	January 9, 2014 Minutes...Allen Hoffman made a motion to approve; Gary Menin seconded; all in favor. Donna Clark couldn't vote as she did not attend this meeting. January 16, 2014 Minutes....due to wording, they will be redone with the appropriate changes and re-submitted to the Board for approval. February 24, 2014 Minutes....Allen Hoffman made a motion to approve; Donna Clark seconded; all in favor. Gary Menin couldn't vote as he did not attend this meeting.
6:45pm Nashoba Associated Boards of Health Regionalization James Garreffo	Presentation was made by James Garreffo for the Board of Health's consideration to join their organization. Presentation attached with the addition of the Nashoba fees to be provided to the Board by James Garreffo at his earliest convenience. The base cost to Sterling would be approximately \$25,000 which could increase depending on the population and requirements of service needed. Mr. Garreffo stated that the Nashoba Health Agents pay rate was between 55 K and 75 K annually. Gary Menin presented a sheet of numbers, distributed to the audience, at the meeting in support of Sterling joining the organization with a possible savings of \$46, 000. This didn't represent the Board as this was the first the other two members had seen of the numbers. So there was no rebuttal to the presented numbers. There was a heated discussion of the topic from a number of people in the audience. At the end of the discussion, the Board agreed to review Mr. Menin proposal at the next meeting.
7:45pm 108 Chace Hill Road Mr. & Mrs. Hawley	Garbage Disposal, as a result of an official Title 5 inspection, a letter dated December 14, 2013 was sent to the Hawley's stating that their subsurface disposal system wasn't designed for a garbage grinder as required by Title 5 15.223(1)(c) and 15.240(4). This was identified in the Title 5 report performed by the Hawley's independently contracted Title 5 Inspector. After discussion, the Hawley's agreed to remove the garbage grinder and have the Health Agent inspect that it was removed. A subsequent letter would then be sent from the Board stating that the garbage disposal was removed and that the Title 5 Inspection Report would be accepted as complete with the system passing.
East Lake Waushacum Report	Barbara Roberti addressed the Board and asked if there were any questions about the 2013 annual report prepared by Lycott Associates for the East Lake Waushacum Association. Gary Menin wanted to know if there was a plan in place to remove all chemical control of the Lake in the report. Barbara asked if he had read the report, which was sent via email from the Agent at the beginning of February 2014. He said that he hadn't. She then stated that the Committee was following the recommendations of the report. Allen Hoffman commended the Barbara Roberti and the Lake Association for their continuing efforts to preserve the water quality of the lake
Public Session	No one present

<p>General Business (cont'd)</p>	<p>Wickapicket/Apple Blossom...Allen Hoffman suggested that the Board should walk the project in order to understand the entire project. It was noted that the BOH office has now received the actual Septic Plans for the development and would like to review the plans during the April 10, 2014 BOH Meeting.</p> <p>Letters....Allen Hoffman suggested that when correspondences from the Board are sent via mail, the communication should be certified with a return receipt. Upon return of the receipt(s), a copy should be sent to the Board for their information.</p> <p>Meeting Recorder....it was agreed that the BOH should get one to record the meetings. It was noted that Town Counsel discourages this practice. After much discussion to what Town council discussed during the recent Open Meeting Law trainings, it was suggested that David Favreau would follow up with Jeff Ritter on Council's recommendation; that once the written minutes have been approved, then the recordings could be destroyed. Gary Menin made a motion that the Agent follow up; Allen Hoffman seconded; all agreed</p> <p>David Favreau presented his revised Disclosure Statement...Allen Hoffman made a motion to accept; Donna Clark seconded. Vote taken was two to one with Gary Menin opposed.</p> <p>Open Meeting Law Process....Allen Hoffman made a motion to accept the process now followed by the Board of Selectmen; Gary Menin seconded; all agreed.</p> <p>BOH Training List for Agent and Associate Agent presented and will be done routinely.</p> <p>Allen Hoffman reported on the March 1 meeting with the Finance Committee and the items tat were discussed which included the FY 2014 BOH budget, annual report, the current association with the Montachusett Public Health Network, the current considerations of establishing a relationship with the Nashoba Board of Health regionalization, and the decision to purchase a phone for the Health Agent. The status after discussion the Finance committee supported the BOH FY15 Budget.</p> <p>Future Agenda Items....Regionalization for the April BOH Meeting.</p>
<p>9:30pm</p>	<p>Adjourned...Allen Hoffman; seconded Gary Menin; all agreed</p>

Nashoba Collaborative Annual Membership	\$24,673.28
Maintain Current Admin & BOH Member Salary ✕	\$20,491.00
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TOTAL NASHOBA COST	\$45,164.28
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Sterling BOH Budget Request	\$84,804.00
Less Fees Collected	(\$30,025.00)
Agent Retirement	\$8,406.00
Agent Medicare	\$806.00
Agent Health & Dental & Life Insurance Premiums (Est)	\$20,000.00
Agent Cell Phone Adder @ \$35/Month	\$420.00
Administration Costs for F/T Employee Est @ 5% Salary plus computer/legal/Worker's Comp	\$3,549.35
Senior Assistance (Est)	\$1,000.00
Est. \$ of Vacations Not Presently Covered In Presented BOH Budget (?) - Estimated 15 days @ \$200/Day (@ MPHVN Rate)	\$3,000
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TOTAL DIRECT COST OF STERLING BOH	\$91,960.35
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ESTIMATE of SAVINGS TO TOWN (03-13-14)	\$46,796.07

“ The carrying of current admin costs is optional. Nashoba has indicated that some of their member towns carry none - others carry some but I have not yet been able to ascertain the "apples vs apples" on their budgeted costs - such as some Boards take financial responsibility for our DPW expenses such as recycling, landfill maintenance, etc..

DATE: March 13, 2014

TO: The Sterling Board of Health

FROM: Gary C. Menin

I am declining to sign off on the agent's disclosure statement for the following reason.

Only after I joined the Board did I learn that our agent runs a 24/7 Septic Business – Favreau Septic Services.

I believe that if we're to have a full time agent – with a very respectable full time salary, with medical and pension benefits and a generous vacation package – he should be dedicated to Sterling. I simply do not see how any person can put in 40+ hours meeting Sterling's needs and run a concurrent 24/7 business – and raise a family to boot. When I was with GE (32years) it was a condition of my employment to take a written pledge to never engage in such a practice that is so closely related to GE's core businesses. Note that the listed phone number in the agent's web-site (up to the point of revelation at our January meeting) was being paid for by Sterling – and – further up until my discovery this past fall – the agent advertised service to Sterling and the entirety of Worcester County – in direct conflict with his disclosure statement, current at that point.

I have tried repeatedly to get a handle on the agent's daily/weekly tasks – from requesting more time sheet detail, to asking to be involved with representative day-to-day inspections, to volunteering my time in the office for handling "senior tax work-off" type activities – and - I have been rebuffed at every attempt.

Note that in light of this extra business activity – every septic related inspection he performs – is on the work of a likely competitor of his in a neighboring town. In my opinion there's just too much of a potential for quid-pro-quo relationships developing.

