

January 7, 2020
Sterling Board of Health Meeting
Butterick Building, Lower Level Conference Room
1 Park Street, Sterling, MA 01564

Meeting Minutes

5:30 PM Chairman Donna Clark called the meeting to order.

Roll Call: Donna Clark, Chair – present
Gary Menin, Vice-Chair – absent
Allen Hoffman, Member – present
David Favreau, Health Agent – present
Elaine Heller, Admin. Asst. – present

Attendees: Brian Milisci, David Duarte, Arden Sonnenberg, Jack Maloney, Laurence Davis,
Curtis Plante, and Matt Scannell

General Business Updates:

Approve Any Available Minutes:

In Mr. Menin's absence, approval of the December 12, 2019 minutes was deferred until the next meeting.

Correspondence: None

Health Agent Report:

3 Fox Run Road Notice of Violation Sent Certified Mail: December 17, 2019 the Board of Health sent a Violation Notice through Certified Mail to Mr. and Mrs. Rivers. The Notice stated that items within the September 24, 2019 agreement signed by Mr. and Mrs. Rivers, which outlines timelines and deadlines to upgrade a System Failing to Protect Public Health and Safety and the Environment, have not been met. The Notice required a response from Mr. and Mrs. Rivers by January 7, 2020 outlining a plan for compliance to the agreement. Signed Certified Mail receipt has been received at the BOH office, however no response to the Violation Notice has been provided at this time. Mr. Hoffman suggested Health Agent Favreau contact Town Counsel for an opinion as to the next steps to be taken.

December 16, 2019, Attorney General Response to "Open Meeting Law Complaint" dated November 14, 2019:

A letter has been received from the Attorney General's office, which indicated Mr. Menin may file a request with the AG's office for further review of the complaint. If he wishes further review, the request must be filed by February 12, 2020. If no request is received by that date, the AG's office will presume the action taken by the BOH is sufficient and will close the file.

Signatures Required: Completed

Other Items: None

Appointments and Agenda Items:

Discuss FY21 BOH and Animal Inspector Budget: The current budgeted amount for the Animal Inspector is \$3,000.00. Health Agent Favreau is requesting a \$400.00 increase for FY21, a 13% increase in this line item. Mr. Favreau noted this increase would make the salary for the Animal Inspector more in line with the salary of area animal inspectors. Mr. Favreau also noted that the position of the Animal Inspector is very demanding at various hours of the day or night. Mr. Hoffman commented he supports the increase as Animal Inspector Massa is well respected in Sterling, and takes his responsibilities seriously. Mr. Hoffman made a motion to support the increase and Donna Clark seconded the motion. Unanimous vote.

Public Session:

Larry Davis, owner of Davis Mega Maze, Brian Milisci of Whitman and Bingham Associates, and Curtis Plante appeared before the Board to advise Board members of a proposal at the MegaMaze. The intention is to install restrooms and add a cafeteria-style restaurant, which would require a septic system design. Mr. Davis provided topographical maps of the Mega Maze for review by Board members.

Appointments and Agenda Items (continued):

Variance Request: 133 Kendall Hill Road – Sterling Subsurface Sewage disposal Regulations Reg. IV.a., leach beds to be 1000 square feet minimum, with 12” of stone beneath the pipes, or 750 square feet leach trenches with 12” of stone beneath the pipes. (429 sq. ft. sand bed using a Presby System meets Title 5).

Jack Maloney of Ducharme and Dillis appeared before the Board on this variance request. This is a 3-bedroom home with a failed septic system. During discussion on this variance request, Mr. Hoffman questioned the 470 square feet sand bed area, which he believes is too small. Mr. Maloney agreed to add an additional line, which will increase the sand bed area to 520 square feet. Mr. Hoffman made a motion to approve the variance request with the noted increase and Ms. Clark seconded the motion. Mr. Maloney will send the data to the Health Agent with the appropriate information to be included on the as-built plan.

Continuation of Public Hearing: Proposed Floor Drain Regulations: Mr. Hoffman, after review of the regulations, is satisfied with them as written. He does not agree with removing any sections, which had been suggested by Mr. Menin during the previous public hearing. Mr. Hoffman made a motion to accept the regulations, as written, and the motion was seconded by Ms. Clark. All in favor; motion carried. The regulations will be sent to the State so they can be officially adopted.

Discuss Proposed Clothing Bin Regulations: Mr. Hoffman presented draft clothing bin regulations that he had prepared. The regulations were discussed and reviewed, with some revisions. Mr. Hoffman suggested the regulations be advertised for review before the public hearing, which will need to be posted. Additional review of the regulations will be done at the February 2020 BOH meeting.

Discuss FY21 BOH Budget (continued):

Health Agent Favreau is proposing, for FY21, a change in the number of hours the Board of Health office is open to the public. The office is currently manned by the Associate Health Agent, who works three 6-hour days. He is suggesting four 6-hour days. The position would be a benefitted position, but the Associate Health Agent does not require health insurance. The increase would amount to \$8,399.00 per year. Mr. Favreau is also proposing additional hours for the Administrative Assistant, from approximately 5 hours per week to 8 hours per week. These extra hours would be an increase of \$2,780.00.

The Alternate Inspector currently receives \$30.00 per hour and works 8 hours per week. \$37.50 per hour is being budgeted for FY21. Alternate Inspector Moore has informed Health Agent Favreau that he has health issues and is unlikely to return to the position. The requested increase in salary would help in hiring a new person for this position, which is difficult to fill. Mr. Hoffman made a motion to accept the increases as noted and Ms. Clark seconded the motion. Unanimous vote.

Adjourn:

A motion to adjourn the meeting was made by Allen Hoffman and seconded by Donna Clark. Unanimous vote, and the meeting adjourned at 6:41 PM.

