

January 28, 2020
Sterling Board of Health Meeting
Butterick Building, Lower Level Conference Room
1 Park Street, Sterling, MA 01564

Meeting Minutes

3:20 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: David Duarte

General Business Updates:

Approve Any Available Minutes: January 7, 2020:

Allen Hoffman made a motion to accept the minutes of the January 7, 2020 meeting and Donna Clark seconded the motion. Members in favor, motion carried.

Correspondence: None

Health Agent Report: Health Agent Favreau reported that the Comcast line at 3 Fox Run Road has been relocated, removing any delays to replacement of the failed septic system.

Signatures Required: Completed

Other Items: None

At this point in the meeting, Chairman Clark asked Member Allen Hoffman to take over the Chairman duties of the meeting. Member Hoffman agreed to do so.

Public Session: None

Appointments and Agenda Items:

Review of Future Agenda Items and Meeting Date:

Chairman Hoffman commented that the next meeting is scheduled for Thursday, February 13, 2020. He suggested moving the time of the meeting to 6:30 PM, instead of the current 5:30 PM, to better accommodate attendees.

Donna Clark advised the Board that she is resigning her position on the Board due to family health issues and her own health issues. Mrs. Clark shall provide a formal resignation letter to the Town Clerk's office indicating a resignation date from the Board of Health Department. Both Mr. Hoffman and Mr. Favreau thanked Donna for her service on the Board of Health, serving since May 2011.

Adjourn:

Allen Hoffman made a motion to adjourn the meeting and it was seconded by Donna Clark. Unanimous vote, and the meeting adjourned at 3:31 PM.

Materials: Minutes