

Board of Health
Meeting Minute
December 12, 2013

6:30 p.m.-	<p>Meeting Called to Order – Donna Clark, Gary Menin, Allen Hoffman, and David Favreau, all present</p> <ol style="list-style-type: none"> 1. Approval of November 14, 2013 minutes, Allen Hoffman made a motion to approve November 14, 2013 minutes as written, Gary Menin seconded, no discussion, all approved 2. Donald Jacobs, Human Resources met with the board to discuss Classification and Compensation Plan for Sterling Employees. Mr. Jacobs gave a summary as to how he is approaching Classification Plan, stating that right now several employees are in the same classifications and they shouldn't for the job and responsibilities are so different. Mr. Jacobs said he has several goals: <ol style="list-style-type: none"> a. Meet with all departments sometime in January, 2014 b. Update Personal by-law c. Employee handbook d. Update compensation e. Training <p>The board thanked Mr. Jacobs for the above information and looked forward to meeting with him in the near future.</p>
6:50 p.m. 197 Upper North Row Road	<p>197 Upper North Row Road variance requests: 310 cmr 15.212(1) Soil Absorption system offset to ground water, 4' required 3' proposed. Mr. Farrell presented the board with a plan explaining as to why the request stating this was a repair and not a new system. Gary Menin made a motion to approve the variance, Allen Hoffman seconded, no discussion, all approved</p>
7:00 p.m.	<p>Public Session: Mike Rivers made reference to the agenda of the board of health, he feels, doesn't meet the open meeting law requirements. Mr. Rivers didn't understand why some names are listed and some are not. Allen Hoffman explained that there was no reason to mention the names of residents if the address is what is being discussed. Mr. Rivers noted that BOH minutes had not been posted on the Town website in several months. The BOH noted that having the minutes available in the town offices, available to the public, meets the legal requirements, but that the BOH should be more prompt in posting minutes on the Town website. Allen Hoffman did agree that some of Mr. Rivers's questions did have validity and that the BOH should try to put more detail into the meeting agenda.</p>
Agenda continued	<ol style="list-style-type: none"> 3. Disclosure Statement – Gary Menin considers the current on file Disclosure Statement should be completely revised – clearly delineating what activities he can and cannot be involved with, in consideration of both his current outside business activities and concurrent family activities/business in the same line of work that is so closely affiliated with BOH regulatory mandates - inclusive of an adjustment so as to reflect the current Board. David Favreau will meet with Human Resources for assistance in this regard. Allen Hoffman suggested 3 distinct issues that must be addressed; (1) Prohibiting Mr. Favreau's business from conducting work that is subject to BOH review within the Town of Sterling, (2) recusing himself from any Health Agent duties associated with work directly performed by businesses owned by family members and for which the family members are either certified to perform and/or are licensed by the Town of Sterling and (3) make clear that these restrictions are limited to items (1) and (2) and do not extend to excluding him from other routine duties normally performed by Health Agent. Mr. Hoffman agreed to review Mr. Favreau's revised disclosure statement with him prior to the January meeting. 4. Current Monthly Activities Update

	<p>a. David Favreau recently completed the housing course, scored an 83%. David Favreau stated the course was very informative and quite an eye-opener!</p> <p>b. Meeting room 205 has been secured and posted for the BOH through the year 2014 – scheduled for second Thursday of the month.</p> <p>c. There were 9 Title V inspections witnessed and 4 lots tested for perc and deep hole observations during the last 3 weeks</p> <p>d. A joint meeting between the Fire Chief, Police Chief, DPW Superintendent, Board of Health Agent and N-Star to discuss procedures for emergency situations associated with the natural gas line that has been recently installed in Sterling was held on Tuesday January 7, 2013</p> <p>e. DPW, Bill Tuttle set a meeting for December 17 to discuss the municipal water supply situation, no time set</p>
	<p>5. Letter of support - All agreed to have Donna Clark as Chairman, sign the letter of support indicating that Sterling BOH, as a member of the Montachusett Public health Network (MPHN) is pleased to offer further support for the MPHN in its efforts in applying for the Community Innovation Challenge Grant opportunity from the Massachusetts Executive Office for Administration and Finance.</p> <p>6. Review of Title V – 108 Chace Hill Road, Martha Hawley - Test completed on November 14, 2013 as requested by the applicant, Martha Hawley. The official Title 5 Inspection report submitted to the BOH revealed that the dwelling has a garbage disposal. Title 5 prohibits garbage disposals unless the systems are designed for such. A review of the existing subsurface sewage disposal system design for this septic system was not designed for a garbage disposal. The Board will send a letter to Ms. Hawley stating that the garbage grinder is not in compliance with the approved design plan and must be removed before the BOH will accept the Title 5 inspection report dated 11/14/2013.</p> <p>7. Health Update – Martha Hawley, 108 Chace Hill Road – e-mail received. The Board agrees that with no new information concerning this issue, that the matter is closed for now. Gary Menin suggests that a formal response letter be sent to Martha Hawley stating such.</p> <p>8. Allen Hoffman presented an article that was in the Harvard Press concerning watershed information. Allen Hoffman asked David Favreau to bring the article to Barbara Roberti and see if she would come to the next meeting to discuss the process that Harvard has demonstrated.</p>
7:10 p.m.	<p>FY 15 Budget - Gary Menin asked the board to look into regionalization of the Board of Health with the Nashoba BOH collaborative and provided a preliminary estimate that a net savings of about \$60k was possible. After limited discussing the pro's and cons of regionalization, it was agreed that more information is needed before a decision can be made. Gary Menin agreed to gather more information and present his findings electronically to all prior to the January, 2014 meeting in order for the members to discuss this in January. The BOH unanimously agreed to delay approving the FY 2015 budget until the January meeting to enable Mr. Menin to present additional information.</p>
8:25 p.m.	<p>Meeting Adjourned</p>