

February 27, 2016
Sterling Board of Health Meeting
Butterick Municipal Building, Room 205
1 Park Street, Sterling, MA. 01564

Meeting Minutes

Board Members Allen Hoffman, Chair
 Donna Clark
 Gary Menin

BOH Agent David Favreau

9:00 AM Chair, Allen Hoffman, called the meeting to order
Roll Call Board Members Allen Hoffman and Donna Clark, present
 Gary Menin, absent
 BOH Agent David Favreau
 Admin. Asst. Elaine Heller

Agenda: Meeting with the Finance Committee to discuss the Board of Health FY17 Budget

Health Agent David Favreau submitted a brief summary to the FY17 budget request, which indicated an allocation for a 2% COLA adjustment in the wages/salary line item. It also noted a \$3000.00 FY17 addition in the Inspectors line item to fund the Administrative Assistant position, which had been approved at the special Town Meeting on October 19, 2015. All remaining line items in the FY17 budget are level funded.

Changes in the economy have caused an increase in the demand for permits and inspectional services, resulting in an increase in revenue FY16 YTD 12/31/15 of approximately 54% from the previous YTD.

Mr. Favreau indicated the Animal Inspector has requested a salary increase, and the BOH is recommending a \$250.00 increase.

There was a brief discussion initiated by the Finance Committee about whether the current level of administrative support was adequate to deal with the increased BOH activities. It was noted that this may become an issue in the future.

Adjourn: The meeting adjourned at approximately 9:30 AM.