

Board of Health
September 25, 2018
Library Basement Conference Room
Meeting Minutes

The Board of Health meeting was called to order at 6:15 p.m. in the Hubbardston Library Conference Room located in the library basement by **Bill Homans and 2nd by Cathy Hansgate.**

Present: Cathy Hansgate, Chair
Bill Homans, Vice Chair
Kate Saab, Member
Kelly Parker, Clerk

Approve meeting minutes from September 11, 2018
Cathy Hansgate motioned and Bill Homans 2nd. All approved.

Signed permits:

Gebo Inc. – Installer waiting on no debt signature from Tax Collector
53 Dogwood Rd. north – Application for Disposal System Construction Permit
6 Malone Rd. - Application for Disposal System Construction Permit

Passed Systems: The following Title V's were reviewed and it was decided that from now on Kelly will mark the top of the Title V form with the reason why it was done and just bring that to the meetings.

101 Williamsville Rd.
54 Pitcherville Rd
124 Old Boston Turnpike

The board also asked that research be done as to whether we can add a page to the Title V form for Inspectors to comment on the reason for doing a Title V. Kelly will check into this.

Open Inspections:

Bill Homans signed the following Perc Inspections; 66 Williamsville Rd ; 42 Birches Rd.; and 80 Bemis Rd. The following have been rescheduled to 9/26/18, 17 Healdville Rd. and 37 High Bridge Road.

Open issues for 32 Main St. shops had issues with overflowing dumpsters Cathy Hansgate will follow-up with them October 1, 2018, Kelly Parker will send out a reminder email. 56 Hale Rd. outdoor boiler needs to be measured to be sure it is in compliance. Kate Saab will measure and let Kelly Parker know, if it is not then the state will enforce the order.

We currently have 2 failed Title V's 4 Gardner Rd. and 10 Main St. Kelly Parker will send out a form letter asking the status of their systems.

Kate Saab has received her ServSafe Certificate and can now perform inspections. Kate will work with Cathy Hansgate to get up to speed on food inspections. It was also decided that as a courtesy we will call prior to going out for a food inspection.

A new procedure will be created concerning emails to the board from the clerk and the email s about inspections from the board to the clerk. When Kelly sends out an email to the board she will mark the subject with an FYI or ACTION so everyone will know if they need to respond.

43 Morgan Road inspection to be set p with Building and Fire.

The following items will be tabled till next meeting:

Review Fee Schedule

Set up quarterly rotation for attending the MPH N meeting

Cathy Hansgate motioned and Bill Homans 2nd. All approved

Motion made to adjourn the meeting at 7:47 p.m. All in favor, Motion carries.

Respectfully Submitted by Kelly Parker

Approved: _____ Date: _____