



## Hubbardston Board of Health

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### Meeting Minutes

## Board of Health Library Conference Room January 28<sup>th</sup>, 2020 at 6:30pm

**Meeting called order 6:32 PM by Cathy Hansgate**

#### **Attendance:**

Cathy Hansgate- Chair  
Vin Ritchie-Member  
Colleen Higgins-Member  
Mallory Seamon-Admin

#### **Guest:**

Tim Kelley – Kelly Septic  
Ted P Doucette, P.E.-Doucette Engineering

Agenda was re ordered to allow for guests

1. 10 New Westminster Rd, Tim Kelley and Ted Doucette came before the board in regards to system at 10 New Westminster Rd. They explained how an unwitnessed perc test took place due to miscommunication. Ted Doucette presented the Board with options as how we could approach this issue to rectify it and move forward. Ted's proposals were:

#### Alternative 1 – preferred alternative

We request that the HBOH accept the existing soil test data as it was conducted in accordance with Title 5. Understanding there was not a witness from the local approving authority this could be approved through a variance. I am willing to provide any certification that the soil test data are indeed accurate. I understand that I am not known by this board, I provided references below who will attest that I am a professional with a trustworthy reputation and that I would not submit data that are not accurate. The advantage of this alternative is that there is no additional cost to the homeowner, and the construction can proceed as soon as weather allows; there is no downside to this alternative.

#### Alternative 2 – confirmatory soil evaluation

During construction, possibly when the agent inspects the bottom of bed, we can conduct an additional percolation test to confirm the data on the plan. The advantage to this alternative is that there is no additional cost to the homeowner, and no delay in construction; there is also no downside to this alternative. Reviewing the percolation data, the design is 15 minutes per inch (mpi) (percolation rate was about 11 mpi). If the percolation test runs at 20 mpi there will be no design changes. If the soil happens to run greater than 20 mpi we could do a redesign and submit the changes on the record drawing.

#### Alternative 3 – conduct witnessed soil evaluation

We could conduct the soil evaluation with a HBOH witness and resubmit the plan with the new data. The disadvantage of this option is that it would cost someone who was not at fault up to \$1,000 for the soil evaluator and excavator. The advantage of this is that the design plan would comply with Title 5 prior to being permitted.

After Board discussion.

Cathy Hansgate made a motion to allow plans to be reviewed by Matt Hopkinson P.E. with a confirmatory soil evaluation at the time of bed bottom inspection Seconded by Vin Ritchie **All in favor motion passed.**

Admin will submit plans to Matt Hopkinson for review, admin advised installer his license needs to be renewed with Hubbardston prior to system install, and a permit fee for installation needs to be collected.

Returned to scheduled agenda at this time.

### **Review Last Minutes of 1/14/2020**

Minutes reviewed one correction to be made on Member line under Kate Saab it says admin. Mallory will fix to say admin. Cathy made motion to Accept Minutes with clerical error fixed Colleen to second all in favor minutes signed and approved.

### **Failed Systems:**

10 Main St: Lawrence Septic contacted admin and advised that they currently have two pumping records on file for the last year they will bring into the office.

Vin Ritchie made motion that system shall be pumped at least once a month until brought to repair. Cathy seconded the motion all in favor. **Motion Passed**

45 Williamsville Rd: Plans were approved repairs are taking place

### **Passed Title V:**

35 Dogwood Rd North- Reviewed okay to file.

### **Permits issued/to be signed:**

Permits were reviewed and signed for as follows

Food Establishment First Parish, Westfield Farm, Rietta Ranch, Rod and Gun, Hubbardston Pizza.

Installer Permit for Gregg Aubin signed and approved.

Camp Ground Permit for Peaceful Acres signed and approved.

### **Open Inspections:**

10 Main Street- As per above discussion Admin will draft letter for once a month pumping records.

### **Open Complaints: None**

### **Open Issues:**

Harvey Trash – Reviewed past bills, admin advised that she has spoke with EL Harvey they advised that the 15 Yard and 20 Yard dumpster are exactly the same price. Any increase would be result of more garbage fitting in 20 YD dumpster. Cathy asked that we hold off until next meeting to vote on paying bill.

### **Water Tests: None**

### **Maven Nurses Report:**

None

### **Old Business:**

Abandon/ Empty Houses – Vinny met Bob Hayes Fire Chief to discuss, he was going to look into what other surrounding towns do and get back to vin.

Trash Haulers- Reviewed draft hauler regulations. Cathy would like to see under section C. General Permit Requirement state:

- in the event hauler is unable to collect materials they must automatically credit each customer"
- hauler must report the number of missed picks up each quarter.

Discussion on what penalties fines should be admin will research what surrounding towns charge for penalties and report back.

It was also suggested that the Haulers contact information is clearly posted on back of bill.

### **New Business:**

Budget spreadsheet – submitted by Mallory, reviewed and signed off by Cathy.

Policy and Procedure- Cathy has been working on updating food inspector procedures, once completed we will upload to website.

Vin made a motion to accept guildines for food and inspector requirements, and Colleen seconded.

**The guidelines for food and the inspector requirements were passed.**

Cathy stated that she would work on septic guidelines and Inspector qualifications ... and will have it ready for Board approval before the end of February

### **Unanticipated business:**

None

### **Meeting Adjourned: 08:36 PM**

Next meeting date: 2/11/2020

Meeting Min Drafted: Mallory Seamon 2/10/2020

Approved: Catherine Hanzote 2/11/2020  
Chair.