



## Hubbardston Board of Health

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# Meeting Minutes Board of Health Library Conference Room 2/25/2020 at 6:30pm

**Meeting called order 6:32 PM by Bill Homans**

### Attendance:

Cathy Hansgate- Chair  
Bill Homans-Vice  
Vin Ritchie-Member  
Colleen Higgins-Member  
Kate Saab-Member  
Mallory Seamon-Admin

**Review Last Minutes of 2/11/2020:** Minutes were reviewed Cathy Hansgate suggested a few changes Admin will update with changes and bring to 3/10/20 Meeting for review.

Colleen advised that she and Bill took the 2 Way Radios home to test, she had issue with one battery. Bill did not he was able to get the radios to work tested them in a variety of spots. Advised that if there was an emergency situation the radios could be hard to hear as is, suggested we get ear pieces for them, as well as back up lithium batteries. Batteries need to be KEBT-086-B 3.6 Volt Lithium. He will send his recommendation for ear pieces to Mallory.

### Failed Systems:

10 Main St- Admin was able to speak with Tula who's father owns the property at 10 Main St, they are interested in the Community Title Five Septic Loan. Admin advises she has spoken with Treasurer in regards to reporting and is working on updating our applications for review at next meeting.

75 Barre Rd- Admin has not heard from homeowners for repair plans, admin to send second letter in regards to failure.

### Passed Title V:

Reviewed passing Title Five Report for 24 Mount Jefferson Road. Ok to file.

**Permits/Items to be signed:** The following permits were reviewed and **approved**.

Lady Bug Farm-Food Permit  
Ron Burton Training Camp- Food, Camp and Pool  
Rotti and Son- Installer  
51 Root Rd- Well Permit  
Pettes-Installer Permit

**Open Inspections/Plans in Review:**

10 New Westminster Rd – Permit was approved and installers are moving forward. Cathy Hansgate advised she is going to observe the bed bottom perc test on 2/26/20.

19 Mt Jefferson- Still in review with Matt Hopkinson.

Lot 1 Mayo Rd -Matt approved plans, waiting for homeowners.

**Open Complaints:** Admin advised that earlier today 2/25 we had homeowner come in and complain that their trash hauler, Waste Management was picking up trash too early. They come around 6-6:60AM every Wednesday the noise from the barrels is enough to wake up neighborhood. Admin to send letter to WM stating no pick up prior to 7AM.

**Open Issues: None**

**Casualty Loss: None**

**Water Tests: None**

**Maven Nurses Report:**

With the news coming out on the Coronavirus admin to contact Dottie at MPHNN and ask that we get a weekly report of any activity in MA and Hubbardston.

Cathy suggested we stock up on our supply of Nitrile Gloves and PPE Masks, admin will place order for medium, large, xl gloves and masks.

**Old Business:**

Trash Hauler Regulation Review edited version- reviewed updated regulations with suggested changes. Bill Homans made motion to accept regulation and to move forward with public hearing, Vin to second all in favor. **Motion passed.** Admin will work on setting up public hearing.

Discussion on How to promote new regulation – Admin will create a one-page document that can go up on the Towns website and social media accounts.

Update Abandon Housing – Vin hasn't heard back from Fire Chief in regards to abandon, he will follow up.

**New Business:**

Budget spreadsheet-Reviewed monies turned over to the Town and Vendor Warrant paid. Ok to file

MPHNN/Landfill Testing Revolving Account Discussion-Cathy advised she had spoken with Ryan TA and he suggested the BOH take over paying for the MPHNN public nursing fee and fee for testing of landfill from the BOH's revolving fund. Currently it is part of the town operating budget, but where as all our permit fees are placed into this revolver it would make sense for it to be paid from here.

Cathy Hansgate made motion to pay for MPHNN yearly nursing fee and Landfill bi-annual testing from the BOH Revolving Fund. Seconded by Bill Homans all in favor motion passed.

Incoming Fee's General Fund/Revolving Fund Discussion- Cathy advised that she had met with Town Admin Ryan he would like the Board to look at what percent of funds are placed in the General Fund vs. the revolving. Right now all monies coming in to the department are placed in revolving fund and nothing is going to into the general. Ryan made suggestion that the Board take look at the incoming fee's and find a percentage that can be placed into the revolver to cover MPHNN testing and landfill testing the rest shall go into the general fund. Board tabled

admin will work on getting a comprehensive report together of the fees that we took in over the last few months

### **Unexpected Subjects:**

Admin advised she got in the mail today 2/25 a copy of Mark Popham's proposal for Professional Landfill testing services, as well as post-closure permit modification application. Cost for annual testing is \$ 4860 and for permit modification \$ 2125. Cathy Hansgate made motion to accept and sign proposals seconded by Vin Ritchie proposal all in favor **motion passed**. Cathy signed proposal with a note stating that she would like to be present at the time of landfill testing/inspections.

Cathy advised Board that she was able to obtain an intern for the spring/summer again she will keep us posted as more comes of this.

Cathy advised that she will be starting Kitchen Inspections Bill suggested that we should have two inspectors go out at the same time. There was some discussion and it was agreed to table this until next meeting. Admin will put on the agenda.

We are gearing up for Earth Day, the Board is reaching out to Laura Foley to see if we can combine efforts with keep Hubbardston beautiful.

### **Meeting Adjourned: 8:26 PM**

Next meeting date: 3/10/2020

Meeting Min Drafted: Mallory Seamon 3/9/20

Approved:\_\_\_\_\_Approved 3/10/20 meeting

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