

Board of Health  
Meeting Minutes

**Board Members:**

Margie LaFleur, Chairperson, Phil Durno, Member

**Staff:**

Kalene Gendron (KG), Sandra Gargan (SG)

**Attendees:**

3/27/2018 - Minutes

**1. Acceptance of Minutes**

a. 2/20/18

Mr. Durno made a motion to approve the 2/20/18 minutes as written. Mrs. LaFleur seconds, minutes are approved. Mrs. Malouin abstained as she was not present at this meeting.

**2. Appointments/New Business/Action Items/Permits**

a. Dow St. (Lot 3) - New Septic Permit

The Health Agent (HA) said this is a stone and trench system and she recommends the Board to approve.

Mrs. Malouin made a motion to approve 41 Dow St (lot 3) septic permit. Mr. Durno seconds, all in favor.

**3. Health Agent Comments**

a. Housing Court - Followup

The HA attended a Housing Court Seminar and relayed to the Board members, at this time the Board of Health (BOH) does not need an Attorney present in order to bring enforcement matters to court.

**4. Old Business**

a. 11-13 South Rd - Ampet Gas Station - Non Compliance, Enforcement/vote if necessary

The HA had sent a letter to the owner of Ampet gas station explaining when the transfer of the property transpired the new owner was to have a Title 5 inspection which is required by the State. The BOH has yet to receive this report. The owner emailed the HA saying he has a company to do the inspection but no date set up. At this time she does recommend an enforcement letter.

The Board agreed the new owner has had ample time to get this inspection done.

Mr. Durno made a motion for an enforcement letter with a stipulations that the Title 5 inspection report must be sent to the BOH office within 30 days. Mrs. Malouin seconds, all in favor.

**5. New Business**

a. Ground Rules for Board of Health

The Board reviewed the Town Administrator's Ground Rules for the Administration of the Office of the Board of Health.

Mrs. Malouin said she agrees with numbers 1,2,4, and 5 but would like to discuss number 3. She read through each number, so the public understands what is being discussed.

A copy of the document is being kept on file in the office if anyone wishes to review it.

Mrs. Malouin said she contacted the Office of the Attorney General (AG) looking for direction on how a Board member can review and make edits if necessary to the Secretary's meeting minutes without violating the Open Meeting Law. She received a response on 12/19/17 and would like this included in rule number 3 with her suggested revisions to the Town Administrator's current rule.

Mr. Durno said these rules are pointing out someone in particular and doesn't know why these rules are necessary since the Town Administrator oversees the Secretary.

Rule number 4 states the Secretary will attend "all" meetings of the Board of Health. The word "all" will be deleted.

Mrs. Malouin made a motion for the revision to the Ground Rules for the Administration of the Office of the Board of Health with the elimination of current rule number 3 and replacement with what she wrote. Mrs. LaFleur seconds. Mr. Durno abstains from voting. The motion is approved.

b. Dog Waste - BOH received complaint about improper dog waste disposal in the Town of Pepperell

Mrs. LaFleur said a complaint was received regarding persons walking their dogs and allowing the dogs to defecate on sidewalks where children stand to pick up the school bus and not picking up the dog waste and disposing of it.

The Environmental Protection Agency (EPA) has said dog waste is an environmental pollutant and contains bacteria and parasites that can cause many infections in humans. Keeping pet waste off our sidewalks, streets, streams and catch basins will greatly reduce health risks associate with pet waste.

The Board members ask all dog owners to please pick up their dog's waste and properly dispose of it in their trash barrels and not in their neighbor's yard.

The Board encourages educating the public of the hazards and health risks dog waste can create.

c. Office Equipment - Refrigerator

The BOH purchased a refrigerator back in 2014 for the purpose of holding well water samples. Unfortunately the refrigerator no longer works.

Currently the HA uses ice and a cooler to hold these samples when taken.

The Board would like the Secretary look to replace it. She will come back with quotes.

**6. Matters That May Be Raised That the Chair Didn't Reasonably Anticipate**

**7. Bill Warrant**

a. One

The Board reviewed the warrant and signed it for processing.

**8. Open Discussion**

**9. Future Meeting**

a. 4/3/18

The Chair, reminded all the next scheduled meeting on 4/3/18 will be held in Conference Room B.

Mrs. Malouin made a motion to end the meeting at 7:12 PM. Mr. Durno seconds, all in favor.

Respectfully submitted by: Sandra Gargan, Board Secretary