



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

The Board of Health Meeting Minutes

Date / Time / Location of Meeting	12-27-2017/ 7pm/ Room 127
Members Present	Robert Barrell; Celia Hartigan; Michaun Fowler
Members NOT Present	N. Allen Harris; Beverly Salate
Guests	Phil Leger, Abby Graham (CMRPHA)
Welcome – Call to Order	Time: 7:05pm
Approval of Previous Minutes	
Motion Originator	Ms. Hartigan
Motion Seconded	Ms. Fowler
	Meeting minutes for March through July were re-reviewed and resigned; minutes for October and November were also reviewed, approved and signed.
Treasurer – Financial Report/Pay Bills	
Motion to Accept	Ms. Hartigan
Seconded	Ms. Fowler
	Bill submissions were reviewed and signed by Ms. Hartigan and Mr. Barrell. Ms. Lee reported an estimate of current account balance based on information provided by Accountant Anita Loomis as Leslie Guertin was out of the office.
2018 Permits - signing	
Motion Description	Sign permits for 2018 submitted applications
Discussion	Mr. Barrell has signed permits for those applications submitted early. Ms. Lee reported that some applications did not include all required documents, but applicants are responding well to reminders to submit missing information. Also a list is being generated for Ms. Graham to address with applicants when she does inspections. Ms. Graham and Ms. Lee plan to create a checklist for next year's application packets.
Motion to Accept	Ms. Fowler
Motion Seconded	Ms. Hartigan
Result	Permits signed. Board agreed with the plan to include a checklist in the application packets going forward.

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Proposal to add Title 5 to CMRPHA contract

Description	The Board is considering changing Title 5 services from Finlay Engineering to CMRPHA contract with Worcester.
Discussion	The Board will need data on our FY cost with Finlay. Mr. Leger stated he will look into cost to amend the contract to include Title 5 services. Mr. Barrell and Mr. Leger noted some benefits of having these services with CMRPHA, including improved response time, availability, and as an information resource. It was agreed that if the change is to occur, the best time to start would be July 1, 2018, the beginning of the next fiscal year.
Motion Description	Obtain information needed to continue discussion and make a decision.
Motion to Accept	Ms. Hartigan
Seconded	Ms. Fowler
Result	Ms. Lee will obtain financial information needed for presentation at the next meeting and Mr. Leger will look into cost from CMRPHA for further consideration.

Recent Title 5 submissions for approval

Description	Three submissions were discussed. 8 Nuha Street design plans were approved by Finlay Engineering and Mr. Barrell approved them to expedite the process at the request of the contractor. 8 Heritage Lane Certificate of Compliance with attached clarification letter from the installer Mr. Mercurio was approved by Finlay Engineering and approved by Mr. Barrell to expedite the process at the request of the owner. Plans for 385 Lancaster Street septic were approved by Finlay Engineering, on the condition various system information is submitted. After preliminary review by Mr. Barrell and Mr. Leger, a letter was sent to Greenhill Engineering requesting submission of the information detailed in Finlay Engineering's letter, for review by the Board, prior to approval. Greenhill Engineering had indicated their intent to attend this meeting, but did not attend.
Discussion	None
Result	The Board concurred with Mr. Barrell's approvals for 8 Nuha Street and 8 Heritage Lane. 385 Lancaster Street was tabled. Ms. Lee will inform Greenhill Engineering of our next meeting dates.

NEXT TOPIC – CMRPHA - Regional

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Description	CMRPHA regional monthly report was presented by Mr. Leger
Discussion	Highlights: Mr. Leger passed the CHO exam. Ms. Graham completed her Public Health training for Housing Inspector. The next quarterly meeting is in March.
Result	N/A

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NEXT TOPIC – CMRPHA - Local

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Description	CMRPHA local monthly report by Ms. Graham
Discussion	Highlights: 11 routine inspections were performed with no outstanding issues. Finder's Pub completed required work. There were three complaints: 335 Goodale is a housing complaint complicated by the current resident in the eviction process and the property being in trust; it is an ongoing issue. A food complaint at Finder's Pub was referred to the Public Health Nurse. Another nuisance complaint was received for 71 Newton Street, regarding a possible leaking sewage pipe, multiple cardboard boxes in the front yard, and suspicion that trash is causing mice infestations in the neighborhood; this is being investigated. Discussion on Nail Regulations and delinquent sewer connections was tabled.
Result	It was agreed to revisit sewer system non-compliance and Nail Regulations at the next meeting.

Sharps disposal

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Discussion	Possibility of having a permanent place for sharps disposal. Mr. Leger will look into cost for a kiosk and pick up service. Needed is location conducive to safety and accessibility.
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**OLD BUSINESS – Substance Abuse
Prevention program follow-up**

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Discussion	Mr. Leger briefly reported on progress of the West Boylston Community Health Coalition. He noted the March 15th event with Dr. Potee.
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NEXT MEETING – January 10, 2018, 7pm

MOTION TO ADJOURN

Motion Originator	Ms. Fowler
Motion Seconded	Ms. Hartigan
Time of Adjournment	8:30 pm

Signatures

Robert J. Barrell, MPA, Chairman

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N. Alan Harris, MD, Vice Chairman

Beverly A. Salate, RN, BSN

Celia F. Hartigan, RN, MPH

Michaun Fowler

Submitted by: Margaret Lee
Date Submitted: 01-11-2018

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