

**LEICESTER BOARD OF HEALTH MEETING MINUTES**

**March 10, 2009**

MEMBERS PRESENT: Christopher Montiverdi, Robin Wood, Debra Rigiero

MEMBERS ABSENT:

IN ATTENDANCE: Darlene O'Connor, Director; Eileen Dyson, Clerk

MEETING DATE: March 10, 2009

MEETING TIME: 5.30 PM

5:30 PM **Bill Review and Ratification**

**Approval of Minutes:** 10/14/08, 1/13/09

**Title V Reports**

**5 Burncoat St. – Fail                      319 River St. – Pass**

**32 Salminen Dr. - Fail**

6:00 PM **Board Discussion** – Position Review by Personnel Board

6:15 PM **Board Discussion** – Fees

6:30 PM **Inspections:**

Food    Septic

Well    Trash

Housing                                         Air

Pool

6:40 PM **Health Director Report**

- 1. Budget Review**
- 2. Enforcement Follow-Up**
- 3. Ice Storm Follow-Up**
- 4. MIAA Wellness Program**
- 5. Well Regulation**
- 6. OWB Compliance**
- 7. Emergency Preparedness**
- 8. Free Rabies Clinic 3-15-09**

**Meeting called to order at 6:00 PM by Christopher Montiverdi-Chairman**

**Bill Review**

MOTION: Mr. Montiverdi moved to accept bills as presented

SECOND: Ms. Wood                      DISCUSSION: None

Vote: UNANIMOUS

**Minutes:** 10/14/08

MOTION: Ms. Wood moved to accept minutes as presented

SECOND: Ms. Rigiero                      DISCUSSION: None

Vote: UNANIMOUS

**Minutes:** 1/13/09

MOTION: Ms. Wood moved to accept minutes as presented

SECOND: Ms. Rigiero                      DISCUSSION: None

Vote: UNANIMOUS

**Title V Reports –**

5 Burncoat St. – Fail

319 River St. – Pass

32 Salminen Dr. – Fail A Perc test has been scheduled for this property.

82 Huntoon Memorial Highway – Commercial Property. A Title V was received on this property this morning. The report was passing.

**67 Lakeview Drive –**

This property had a failing Title V done and a letter to correct was sent out. The two year deadline is approaching and corrective measures have not been taken. During a housing inspection the Director observed grey water discharging from the house to the ground. She is working with the owners to correct this as well as some other housing violations. A septic plan has been submitted to the Board of Health for review.

**Board Discussion: Position Review**

1. Health Inspector
2. Public Health Nurse

The Board discussed the written job description of the nurse and the grade level. A letter will be drafted and sent to the Personnel Board and a request will be made to be put on the agenda at the April 13, 2009 meeting to discuss the proposed positions

**Board Discussion: Fees**

Several Fees were reviewed and Ms. O’Connor reviewed fees from our surrounding towns to determine if our fee structure was comparable.

Mr. Montiverdi would like further investigation for a Bio Hazard Hauling Fee.

Ms. O’Connor has done some research on this and will continue to gather information.

**Inspections:**

Food	7	Septic	3
Well	0	Trash	4
Housing	9	Tobacco	0
		Air	3

**Outdoor Wood Boiler Compliance:**

DEP has published their Outdoor Wood Boiler regulations and some of them are more stringent than our regulation. Ms. O’Connor created an outline of the differences in both of the Regulations and sent it out with the permit packages to those residents that had applied for an Outdoor Wood Boiler permit.

It has been determined that two of our applicants will need to make adjustments to their existing chimney height. Ms. O’Connor is working with both of the homeowners and DEP to see that these changes are made.

**Title V Enforcement**

Mr. Boyer of DEP has been contacted for a status or update on Licensed Title V inspector Benjamin Hayes regarding the properties with new Title V Inspections that were visited by Mr. Boyer and Health Director Darlene O’Connor. At this time a decision has not been made by DEP. Ms. O’Connor received a call from Dave Boyer and he stated that DEP is still working on

this case and it is with their attorneys.

The Moratorium on Septic Installations that began December 15, 2008 will be ending on March 15, 2009.

**Health Director Report:**

- A. Budget Review – Department Head meeting was held today and the Town is still looking at a salary freeze and a 3% budget decrease as well as a health insurance increase.
- B. Enforcement Follow up – Well Tech - DCR issued a determination for Well Tech requiring them to follow proper procedures and they were issued a fine of \$150.
- C. MIAA Employer Wellness Program – Ms. O’Connor has worked with our representative from MIAA to offer wellness for Town employees. We have had a health fair and a heart healthy class that had low attendance. However we have just begun our exercise program and we had an overwhelming response. We have Zumba classes being held at the senior center on Wednesday evenings. We have enough funds to have another exercise session this spring.
- D. Well Regulations – Sample Well regulations have been distributed to the Board Members for review. These will be reviewed in preparation of the Board of Health developing a more formal well regulation.
- E. Emergency Preparedness – The Board Health needs to prepare an emergency contact list to be utilized in an emergency situation.
- F. Rabies Clinic – The Animal Control officer is running a rabies clinic. She received a grant from Wal-Mart allowing her to purchase 600 vaccinations. She will be vaccinating dogs and cats. It will be held on Sunday March 15, 2009 at the Town Hall from 10-1.
- G. Grant Money – We met with a representative from WB Mason to order a new printer/copier for the office. We chose the HP all in one and have given a copy of specifications to our IT Company to review. They reviewed the specs and it complies with our system.
- H. Cell Phone – Discussion on Health Director upgrading her phone and switching the service provider. It was evident that during the Ice Storm the level of service was not acceptable. It was discussed for her to get a Blackberry and have email access.
- I. Staffordshire Apartments- Ms. O’Connor asked if the Board had any information on this system or if there were any plans to hook it into Town Sewerage.

MOTION: Ms. Rigiero moved to adjourn meeting.

SECONDED: Ms. Wood                      Discussion: None

Vote: UNANIMOUS

Meeting adjourned at 7:05 PM

Next Meeting February 10, 2009 at 5:30 pm in meeting room 3 lower level of the Town Hall.