

**Minutes Board of Health Meeting  
April 29, 2010**

Present: Rich Maccagnano, Pat Duffey, Ken Lefebvre, Ann McCobb  
Rich called the meeting to order 7:05 p.m.

**Public Comment**

None

**HERC Update**

Susan Haley reported that membership is currently 70 badged members. Recruiting table will be set up at the first night of Town Meeting. Executive Committee will review a list of potential members for the Executive Committee on May 18 for BOH approval on May 20<sup>th</sup>. Revisions to the SOP were then reviewed by the BOH and members of the Executive Committee of HERC who were present. Changes were recommended. Ann McCobb will revise the document and present it for further discussion.

**Open Air Commercial Enterprise Market**

Bobby Blair and Lenny Izzo were present to discuss this topic. Rich commended Bobby for his hard work and offered the support of the BOH in any way possible. Lenny discussed his findings at the market that was held last Saturday. Bobby elaborated on the challenges he ran into in trying to get this set up. BOH is committed to doing everything possible to expedite this process within BOH regulations. Current holders of Food Service Permits are encouraged to participate and will only need to write a letter requiring a one day extension to bring non-hazardous foods to the Market. There will be no fee for that extension. Bobby was encouraged to get all requests to Ann McCobb at least seven days in advance so that Lenny will have enough time to properly consider each request. BOH is interested in expediting the process of certifying home kitchens and Ann McCobb was instructed to write a letter to the Building Inspector to get his written opinion for the BOH. Lenny was instructed to let the BOH know if the telephone time and meeting time increases significantly so that a way can be established to reimburse him for his time.

**Administrative Items**

One invoice approved for Norfolk Ram.

**Motion: Rich made a motion to approve the April 15<sup>th</sup> minutes as presented. Seconded by Ken and approved unanimously.**

Well Number 4: 10 day beaver permit has expired. Ron Sharpin reports that 4 beavers were caught. Water commissioners are now working with the ConCom to lower the water level.

Town Meeting: BOH article for revolving fund of 6k has been recommended for approval by the Finance Committee.

Budget: Decision was made by selectmen that in order to be fair, town employees need to reduce their pay by .90 % to get in line with the teachers pay after they accepted a furlough of 4 days. Ann explained that various options are being thrown around to accomplish this. Bottom line is that since Ann has a contract it is the duty of the BOH to decide what to do with her salary. Pat spoke with Mary Bousquet who told her that the BOH could give Ann a 3% pay raise but she would have to agree to 44 hours of furlough time without pay to meet the requirements handed down by the Fin Com.

Ann expressed concern that it was difficult to meet the needs of the public and have all that time off when the budget for the alternative inspector has been drastically cut.

Pat asked Rich if he would ever consider closing the office for a period of time. He felt that we need to stand ready to do permits whenever they were requested but suggested that it might work to close the office on Friday afternoons permanently instead of just during the summer.

There are 42 weeks when the office is open on Fridays until 4:30. If the office were to close on Friday afternoons that would be 168 hours, Ann could take her 44 hours of furlough time and then use her some of her vacation time to be paid for those hours when the office is closed.

**Motion: Pat made a motion to close the Health Department on Fridays at 12 noon beginning July 1, 2010. Seconded by Rich and approved unanimously.**

**Motion: Pat made a motion to give Ann a 3% pay raise with the understanding that she will take 44 hours of furlough time to meet the budget requirements that we were given by the FinCom. Seconded by Ken and approved unanimously.**

Covanta: Bruce got a sample from Glick last week. Ann spoke with Rich Wescott today and he has not time to look over the Covanta results yet.

Cutler Heights: Rich Wescott was there today. He reported to Ann that he is happy with the work being done there. Ann checked the references of the installer and finally granted a permit. The General contractor hired the company that made the tanks to monitor their installation to be sure they are properly sealed.

Holliston Meadows: Waste Water pump test was not done yet. Engineer will call Ann next week.

**Metrowest Consortium J.C. grant**: will be on the agenda for our next meeting when someone will come to discuss it with us.

**41 Winter St**: Will be on agenda for next meeting.

**53 Jeffrey Ave**: Ann went there 4/21 and found no violations. They have not met their deadline with DEP. BOH requested that Ann send a registered letter to all the owners of that property to inform them of the DEP order.

**Motion: Rich made a motion to adjourn at 9:50 p.m. seconded by Pat and approved unanimously.**

Respectfully submitted,

Patricia J. Duffey, R.N.

Approval Date: \_\_\_\_\_