

**TOWN OF WENHAM
BOARD OF HEALTH**

Meeting of Wednesday, September 13, 2017
Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, § 18-25, written notice posted by the Town Clerk delivered to all Board members, a meeting of the Board of Health (BOH) was held on September 13, 2017 at 8:00 AM in the downstairs conference room at Town Hall.

With a quorum present, Dr. Ting called the meeting to order at 8:05 AM.

Board Members Present: Chair Dr. Andrew Ting, Regina Baker, RN; Gerald Donnellan

Also Present: Greg Bernard, Health Agent; Jackie Bresnahan, Permitting Coordinator and Recording Secretary; Dan Johnson, on behalf of 15 Howard Street; Bob Maloney, 11 Howard Street; Ashley Murphey, 17 Howard

1. State Title V Code Local Upgrade Approval Requests: 15 Howard Street

- a. To reduce the setback from the edge of the leaching area to the property line from ten (10) feet to two (2) feet in the rear and from ten (10) feet to four (4) feet on the left side, 310 CMR 15.211 and 15.405(1)(a).
- b. To reduce the setback from the edge of the leaching area to the garage (slab) from ten (10) feet to (three) 3 feet, 310 CMR 15.211 and 15.405(1)(b).
 - i. Johnson describes when and where the soil wasn't perc testing well, went for alternative system to fit the small area that would work.
 - ii. Peter Kane will verify surveyed marks before work is done. Will meet grade trying to save trees 40ml high density liner online near retaining wall.
 - iii. Two abutters- Mr. Maloney and Ms. Murphey- were present to ask questions about what was going to be happening.
 - iv. Mr. Maloney asked if 15 Howard St could upgrade to a system bigger than 3 bedrooms and the Health Agent Greg Bernard said that due to being in aquifer protection district or zone 2, that 4 bedrooms would not be feasible.
 - v. Mr. Maloney said he was all set because of the barrier. Ms. Murphey said she was also all set and that she would speak to the homeowners at 15 Howard about providing access over her property and any necessary seeding.
 - vi. **Motion by Dr. Ting to approve both local upgrade approvals per plan dated 8/10/2017, seconded by Regina Baker. Unanimous.**

2. FY 2019 Budget Request forms

- a. Ms. Bresnahan went over the annual budget request forms, including the addition of 2% COLA increases for all employees and the 4% increase for the Health Agent, as discussed last year to make up for the lack of COLA increases since the Health Agent began.
- b. Ms. Bresnahan also suggested moving \$120 from BOH members' salaries (\$40/members) to the expense line so the \$120 could be used to help cover the costs of flu clinics and emergency preparedness activities. Historically, the Board has rarely claimed the \$40 stipend and in the salary line, the \$120 cannot be used for other costs.
- c. **Motion by Dr. Ting to move the \$120 from the member stipend (Salary) to the flu clinic line item (Expense), seconded by Regina Baker, unanimous.**

3. "Sanitary Regulations for Barns, Coops, and Other Structures for the Commercial and Residential Keeping of Animals in the Town of Wenham"

- a. This item was moved to the next agenda due to the need for a final review by Town Counsel

4. New “Food Establishment Forms”

- a. New permit for “Seasonal Food Service” providers (i.e. food trucks who want to be in Town for multiple events in the summer). The proposed fee is \$45, which is equivalent to 3 one-day permits which are currently \$15 each and based on a food truck or other vendor who wants to do 3 or more events in a summer. Those vendors would do one seasonal permit before their first event, rather than needing to fill out new paperwork for every one-day event. These would usually be issued in April for summer events.
- b. Motion to approve \$45 fee for “Seasonal Food Service” by Regina Baker, seconded by Gerald Donnellan, unanimous.**

5. Updates from Health Agent, Assistant Health Agent, Public Health Nurse, Animal Inspector

- a. Health Agent: 15 Howard was just approved today and will be going in soon. Usually inspections start to heat up between now and Thanksgiving.
- b. Assistant Health Agent, Public Health Nurse, and Animal Inspector not present

6. Flu Clinics: Dates and locations announced

- a. October 4 and November 1 – Hamilton COA
- b. November 8 – Buker Elementary School
- c. Soliciting volunteers for all clinics
- d. Permitting Coordinator gave an update that volunteers were growing as needed and on other prep

7. Tobacco 21 – follow up on last meeting

- a. Dr. Ting talked to Albert at Richdale/97 Market. Dr. Ting reported back that Albert would be willing to provide some data on his tobacco sales. Albert also said to Dr. Ting that his biggest profit is food and drink because he sells tobacco products at the state minimum so there is not a huge profit margin. Dr. Ting reported that Albert said it made no difference to him if it was 18 or 21.
- b. The Permitting Coordinator mentioned an upcoming potential community wide survey and doing more research through some of the Town’s citizen engagement efforts

8. Approval of minutes from August 9, 2017

- a. Motion to approve with no changes by Dr. Ting, seconded By Regina Baker. Unanimous.**

9. Schedule next meeting – meeting was tentatively scheduled for October 25, 2017 at 8:00 am.

Motion to adjourn by Dr. Ting, 2nd by Regina Baker. Unanimous.

Respectfully submitted,
Jackie Bresnahan