

Board of Health Meeting Minutes

Monday – August 8, 2011

7:00pm

Lower Meeting Room

Town Hall

I. Roll Call and Determination of Quorum

The meeting, held in the lower meeting area of the Town Hall, began at approximately 7:00pm.

Present:

Ronald Cassidy, Chairman
Stephanie Duggan, Clerk
Holli Murray, Board Member
Kevin Sweet, Health Officer
Lisa Thuot, Board Member

II. Minutes Review & Permit Approval

- a. **July 11, 2011 Meeting Minutes** – The Board reviewed and approved the July 11, 2011 Meeting Minutes as submitted.
- b. **Permit Approvals** – the Board reviewed and approved the following permits for Maynard Auto Tech LLC (Mobil): Retail Food Service, Tobacco Sales, and Permanent Dumpster.

III. Old Business

- a. **Metrowest Public Health and Nursing DIG Update and Discussion** – The Implementation Grant Application was released last week with a filing deadline of November 18th.
- b. **Green Meadow Indoor Air Quality Assessment** – Mr. Sweet received an e-mail from the project leader indicating that the report is in the final review state, including long and short-term recommendations, and should be finalized by next week.

IV. New Business

- a. **Animal Control**
 - **Mosquito Control** – A mosquito in Acton recently tested positive for West Nile Virus; however no human cases have been reported to date. Catch basin treatments in Maynard should be completed this week.
- b. **Food**
 - **Maynard Auto Tech** – Retail Food Service permit granted to new owner earlier in the meeting.
- c. **Housing**
 - **21 Railroad Street** – Current tenants will be vacating the unit on August 20th.
 - **Powdermill Circle** – Mr. Sweet met with Mr. Larkin to re-assess the geese situation – no geese have been sighted since the relocation process.
 - **9 Warren Street** – Mr. Sweet visited the property and no one was at home – no visible trash issues observed.
 - **27 Douglas Avenue** – As a result of the order letter, the property has been cleaned up and landscaped.
 - **6 Sudbury Court, Apt #2** – Mr. Sweet mailed an order letter in response to several violations noted during a tenant-requested inspection. Mr. Asmann and Mr. Smith (Plumbing Inspector) were asked to address the status of an installation permit for a new hot water heater.
- d. **Landfill**
 - **Mowing** – Expertly completed by Mowing Solutions.
 - **Landfill Solar Project** – The draft agreement is in the final stages – Representatives from EPG took part in a recent site visit.
 - **ECS Contract Update** – After repeated returned e-mails to Greg Vorbach, Mr. Sweet was recently informed that he is no longer employed by ECS. Lynn Welch will continue to be Maynard's contact for the time being.
 - **Monitoring Report** – Mr. Sweet will forward the official report once received. Mr. Sweet is working with Jerry Flood of the DPW to assess the potential source for the increased methane levels at the GP-7 probe prior to involving ECS for further testing. The monitoring contract with ECS expires in November; however monitoring plans within the Solar Project agreement are unknown at this time; however the Board anticipates retaining control of the landfill monitoring/maintenance under a cost reimbursement agreement.
- e. **Green Communities** – The Mass Energy Insight energy monitoring program will be transitioned to the new Facilities Manager, Greg Lefter, once his training is complete. Currently, he is working on the Energy Reduction Plan and the Stretch Code article for Town Meeting. Once passed, the committee will begin the

application process for Green Community status through Mass DOER, which could result in \$140,000 in grant funds. NSTAR has agreed to fund a 3-phase assessment of the Fowler, Green Meadow, Wastewater Treatment Plant, and Well Pumps by EMA.

f. Solid Waste/Recycling

- Dumpster Fee Research – The Board reviewed and discussed research presented on Dumpster Fees in surrounding towns – Maynard appeared to be in line with surrounding communities for the most part. Mr. Sweet explained that permitting dumpsters helps in regulation enforcement efforts, and given the current financial climate, it is anticipated that no-fee or lower-fee communities will increase their fees. The board agreed to revisit this item in November.
- #2 Florida Road Dumpster – A new property manager has been notified of the overflowing dumpster and surrounding trash/debris. The dumpster was emptied and moved and all debris was cleaned up within 24 hours.
- Curbside Collection Contract – Mr. Sweet distributed copies of the current Curbside Collection Contract and Amendments to the board for review and discussion. Mr. Sweet explained that extension options with Northside have been exhausted; therefore, a new contract must be drafted with Northside or the board can choose to shop for a new hauler. Solid Waste contracts are exempt from procurement requirements and do not require the board to go out to bid. Several issues were discussed, including the potential for single stream recycling collection and summer yard waste collection. The board agreed to revisit this item and provide the Health Officer with a direction decision by December, allowing for an agreement to be put in place by April 1st.

g. MRC/LEPC

- Truck Day – The MRC deployed their Boo-boo Brigade at this year's Truck Day, sponsored by the Maynard Public Library. A tent, banner and brochures were set up, and band aids and balloons were distributed to children for their favorite doll or teddy bear. Additionally, 2 new volunteers were recruited at the hour-long event.
- Shelter Planning – The \$4,000.00 grant from the Emergency Management Performance Grants Program (EMPG) has a spending deadline of September 30th. A consultant will be hired to plan the Town's Shelter Plan as well as incorporate updates into the CEMP Plan.
- MA Responds – Mr. Sweet is working on a letter to MRC volunteers instructing them on their individual database responsibilities within the new system.
- 2011 Technical Assistance Review (TAR) Deliverable – The 2011 TAR information is due this month to meet the PHER Grant deliverable deadline.
- Fall Flu Clinic/EDS Drill Planning – Firm clinic dates and preliminary plans should be in place by the next board meeting. Similar to last year, two employee clinics, a seniors' clinic at the Union Congregational Church, and the public clinic/EDS Drill at the Fowler will be planned. Dr. Maria has agreed to sign standing orders again this year as research into purchased vaccines is underway. The state-supplied vaccines will only cover 70 children (6 months to 18 years of age) and cannot be utilized at employee clinics.
- Region 4A Updates – As the new Executive Committee Vice Chairman, Mr. Sweet is hosting a committee meeting tomorrow at MPD with the International Institute of Greater Lawrence (IIGL) to review grant administration, budgeting, and discuss hiring a contracted emergency planner to work on region deliverables.

V. New Business

- a. Quarterdeck – After numerous, repeated critical food code violations cited over the past year, particularly within the last few inspections, Ms. Grossman requested a meeting with Mr. Sweet and Mr. Basile (owner) to discuss corrective action. The meeting resulted in Mr. Basile signing an agreement to hire a professional food service consultant, including follow up and documentation, in an attempt to correct ongoing issues. Ms. Grossman will provide follow-up to the Health Officer next month.

VI. Adjournment

* A motion was made and seconded to adjourn the meeting at approximately 9:10pm. **Motion carried unanimously.** *The Board's next meeting is scheduled for Monday, September 12, 2011 at 7:00pm*

Signed this 12th day of September, in the year Two Thousand Eleven:

Ronald Cassidy, Chairman

Holli Murray, Member

Lisa Thuot, Member

Respectfully submitted by:
*Stephanie Duggan, Clerk
Board of Health*