

**MINUTES OF THE BOARD OF HEALTH MEETING
DECEMBER 11, 2017**

PRESENT: Donna Bagni (Chair), Gary Fine (Clerk), Gail McSweeney (member), Sheila Landy (Secretary), Edwin Thorne (Director of Department of Municipal Inspections/Town Administrator) and Kyle Harney (Pembroke Town News).

At 6:31 pm Chair Bagni opened the meeting and read the following statement: Please note that this meeting is being made available to the public through an audio recording, which will be used to ensure an accurate record of proceedings produced in the minutes of the meeting. All comments made in open session will and are being recorded. (Due to technical difficulties, the recording was not made.)

6:30 SCHEDULED APPOINTMENT

EDWIN THORNE – TOWN ADMINISTRATOR/DIRECTOR OF DEPARTMENT OF MUNICIPAL INSPECTIONS

Mr. Thorne shared information to the Board of Health of a vote taken in Executive Session of the December 4, 2017 Board of Selectmen Meeting. This vote combined the job of the Animal Inspector and the Health Agent. The Board of Selectmen said it was good to combine the two positions into one salary under the Board of Health. Mr. Fine asked how the pay would be broken up. 36 hours for the Board of Health and 4 hours for Animal Inspector? Mr. Thorne stated the budgets are blended anyway and there is not a clear differentiation. If the workload is more, it can be addressed at the Spring 2018 Annual Town Meeting. Ms. McSweeney was concerned about combining the positions and questioned the amount of time involved. If the Health Agent does not have time to do restaurant inspections, how can she do the added work of Animal Inspector? Chair Bagni stated this topic had been addressed before. Thorne stated the Board of Selectmen would be voting this again in the public session of meeting scheduled for 7:00pm tonight.

Chair Bagni made a motion, “Move that the Board of Health find that the services of Lisa Cullity as the Animal Inspector shall be deemed to be within the scope of her duties as Health Agent. This finding is based upon the critical need to have the position of Animal Inspector filled; the familiarity of Lisa Cullity with the operations of the Town and issues related thereto; and Lisa Cullity’s experience and qualifications to serve the Town in both capacities.”

Mr. Fine stated he echoes the concerns of Ms. McSweeney but wholeheartedly endorses the combining of the two positions. Fine seconded Chair Bagni’s motion. Chair Bagni and Mr. Fine voted yes and Ms. McSweeney abstained.

Mr. Thorne thanked the Board for their time and left the meeting.

Ms. McSweeney submitted some paperwork from her packet from Mr. Thorne and the Selectmen. She asked that it be returned to Thorne and the Selectmen and the letter to be sent out to the proper recipient, Mr. Leary.

MEETING MINUTES

Mr. Fine made a motion to accept the Minutes of the November 13, 2017 Meeting. Chair Bagni seconded. Mr. Fine and Chair Bagni voted yes and Gail abstained.

HEALTH AGENT’S REPORT

The Field House septic plans will cost \$350,000+ to implement. John Poirier says they will be moving forward and requested replacing the portable restrooms with a restroom trailer. The trailer will have running hot water and will feel more like a regular restroom. Cullity approved the trailer as it is code compliant. At the next Board of Health meeting, Chair Bagni wants to discuss time constraints and how long it will take to get the septic in. Chair Bagni wants Poirier to call when he has the trailer delivered. Mr. Fine is also concerned with the time: will it be all of 2018? Ms. McSweeney suggested they set a time limit at the next meeting. Chair Bagni will contact the Health Agent for more information.

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Pembroke Hospital – Stantec, the engineering firm working on the septic issue called the office today. They will be submitting plans to us and to the state DEP soon. State approval is necessary as well as ours.

Cadete Distribution Co. – The study is complete, and determined the high acidity of waste to be the issue. They are working on a dosing system to alter the Ph. When complete it will be submitted for review.

Office Activity – Foot traffic for file copies is slowing down. Office is busy with license renewals.

NEW BUSINESS

PERC TEST EXTENSION

Ms. McSweeney made a motion to extend the perc test results obtained on December 16, 2016 for Lot 1 – 538 Washington Street (Reservoir Road). Mr. Fine amended the motion changing the lot number to 3 (the agenda had the incorrect Lot number) and seconded and all were in favor.

Ms. McSweeney made a motion to extend the perc test results obtained on December 16, 2016 for Lot 3 – 538 Washington Street (Reservoir Road). Mr. Fine amended the motion changing the lot number to 1 (the agenda had the incorrect Lot number) and seconded and all were in favor.

SCHEDULED APPOINTMENT

Chair Bagni stated Mr. McGlone could not attend the meeting due to a conflict.

9 Hollywood Avenue –The Board went through each variance.

1. 15.405 (1b)-A REDUCTION IN THE REQUIRED SETBACK CELLAR WALL TO SEPTIC TANK FROM 10' TO 9'

Ms. McSweeney moved to accept the Variance as written. Mr. Fine seconded and all were in favor.

2. VARIANCE TO ALLOW S.A.S. TO BE SIZED USING TITLE 5'S 110 GALLONS PER DAY, PROPOSED FLOW FOR THIS TWO BEDROOM HOUSE IS 252 GPD
3. Ms. McSweeney moved to accept the Variance as written. Mr. Fine seconded and all were in favor.

84 Scobbie Avenue –The Board went through each variance.

1. 15.405 (1b)-A REDUCTION IN THE REQUIRED SETBACK CELLAR WALL TO SEPTIC TANK FROM 10' TO 7'

Chair Bagni moved to accept the Variance as written. Ms. McSweeney seconded and all were in favor.

2. 15.405 (1b)-A REDUCTION IN THE REQUIRED SETBACK CELLAR WALL TO S.A.S. FROM 10' TO 5.5'

Mr. Fine moved to accept the Variance as written. Ms. McSweeney seconded and all were in favor.

3. 15.405 (1H)-A REDUCTION IN THE SEPARATION BETWEEN THE BOTTOM OF THE S.A.S. AND THE MAXIMUM SEASONAL HIGH WATER TABLE FROM 5.0' TO 4.0'
4. Ms. McSweeney moved to accept the Variance as written. Mr. Fine seconded and all were in favor.

BOARD OF HEALTH DISCUSSION TOPIC

General Discussion: Request Feedback from CoA Director Regarding PEMA Data Compilation and Assistance that BOH May Provide

Chair Bagni suggested we send a letter to the Council on Aging Director offering the Health Department's assistance in maintaining a list of "at-risk" people in the event of an emergency situation. Mr. Fine requested a meeting with the Director of the CoA to discuss mutually advantageous possibilities.

Chair Bagni told the Board about a power outage a few years ago and the CoA identified some at risk seniors. The senior citizens were brought to the CoA Building. Chair Bagni spent time at the CoA helping them deal with the issue and supporting them. Chair Bagni requested the Director of the CoA be invited to the January 22, 2018 or later meeting.

Chair Bagni would like to revise the topic list at the next meeting, January 8, 2018.

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MAHB – Ms. McSweeney attended the MAHB conference in November and requested an Agenda Item for the January 8, 2018 meeting regarding state and federal laws concerning marijuana. Ms. McSweeney found the conference very enlightening. She will share the information she received in the packets for the next meeting.

AT 7:17 CHAIR BAGNI STOPPED THE MEETING FOR A QUICK BREAK.

7:25PM THE MEETING RESUMED.

KEVIN SEALUND – 33 VICTORIA LANE

Mr. Sealund was requested to appear before the Board regarding policy and procedure that was not followed in the septic repair of 33 Victoria Lane. Mr. Sealund did not revise the repair permit to reflect a distribution box repair nor did he call the Health Agent for an inspection. Mr. Sealund did not appear before the Board. Ms. McSweeney made a motion to fine Mr. Sealund One Hundred Dollars (\$100.00). If Mr. Sealund wishes to contest the fine, he can appear before the Board. Chair Bagni seconded. Chair Bagni and Ms. McSweeney voted yes and Mr. Fine voted no.

Chair Bagni wished everyone a Joyous Holiday Season and asked for a motion to adjourn. Ms. McSweeney made a motion to adjourn at 7:27, Mr. Fine seconded and all were in favor.

Donna Bagni
Chair

Exhibits

- A. Attendance Sign-in Sheet
- B. Town Administrator Report re: Animal Inspector
- C. Health Agent Report
- D. Perc Extension Letters
- E. Variance Requests
- F. Kevin Sealund