

**Hubbardston Board of Health
March 12, 2013
Minutes
Library Basement**

Meeting called to order at 7:07 p.m. in the Hubbardston Library Conference Room located in the Library Basement.

Present: Tomas Larson, Chairman
 Randy Mizerek, Vice Chairman
 Hayden Duggan, Member
 Toni Walker, Clerk
Guests: Sara D.

First Order of Business:

Sara D. came and started by giving us an update on what has been going on. Sara D. changed the defibrillator pads and batteries that were on the wall of the Hubbardston Center School gym. Sara D. received the floor plans of the Center School and the report on the Emergency Preparedness Plan done by Chief of Police, Dennis Perron. She will be submitting them at the next TARS (Technical Assistance Review) meeting and will let us know how our plan is coming along and what our score is. Sara. D also brought us a generic Emergency Dispensing Site(EDS) Plan to go over and review so that we can be familiar with it when our plan is complete. She reviewed the first ten pages of the plan. Our primary EDS is Hubbardston Center School. A discussion ensued regarding the need of a secondary EDS. The Senior Center will be the secondary EDS. An alternative site that would not be published with the state would be the Highway Barn. Sara D. discussed coming up with a plan with Hayden and the Elderly Housing Complex off of 68 to touch base with them to see how they would set things up if we needed to use their site. Sara D. said that she would get an aerial shot of the Highway Barn so that if we needed to have a drive thru dispensing site for mass vaccinations and/or distribution of antibiotics, we would be prepared as to how we would set this up. Sara D. also discussed a Mobile Vaccine Unit which would require a three person team consisting of police, nurse and one non-medical person. This plan we are working on has to become part of the the Town of Hubbardston's CEMP (Comprehensive Emergency Management Plan) Plan which Dennis O'Donnell has. Eventually we need to have a discussion/meeting to integrate plan with other Town Employees.

POA: Sara D. will take an aerial picture of the Highway Barn to bring to next meeting. Toni will register Chairman Larson for the Table Top Discussion on March 28. Sara will come back in four weeks to discuss another 10 pages of the EDS plan.

Benjamin Builders:

Matt Hopkinson had a few questions in regards to the septic plans submitted by Benjamin Builders for Navajo Road. Called M. Hopkinson and put him on speaker to discuss what he was concerned with. Benjamin Builders did send a representative to sit in on this meeting. Two plans were submitted and M. Hopkinson has a concern with the levels in the ground water.

One plan is wrong, one is right, and he doesn't know which is which. He feels we need to do another deep hole in the NW or SW corner of the system within 10 to 20 feet of the Benchmark to measure the elevation. Randy Mizereck said he could do this tomorrow. The only other issue that M. Hopkinson has with the plan is that the well may be further from the road than shown, according to Mike Stevens of the Conservation Commission and he would like to know if there is some way to verify this. R. Mizereck asked if we should have a taped survey for this to be certain where it is. R. Mizereck spoke to M. Hopkinson regarding exactly what needs to be done and R. Mizereck will take care of this. R. Mizereck then spoke to Benjamin Builders to let them know exactly what needs to take place next. Because there is a discrepancy, we need to have an accurate measurement of the ground water level and also survey where the well is. They will set it up and take care of this.

POA: Randy Mizereck will oversee the deep hole test and the surveying of the well.

Motion: Hayden Duggan

Second: Randy Mizereck

Motion made to approve minutes of February 26, 2013 with no correction. All in favor. Motion carried.

Invoices:

Toni explained that per the new accountant, we need to submit invoices which are to be filled out by the person doing the inspections. Randy Mizereck asked if he could be reimbursed for an online class he took. Chairman Larson suggested that we look at what we have in each of our accounts so that we can make sure we will have enough money to carry us through the remainder of the year before we make any decisions. Toni also asked for Randy to submit an invoice for the classes he took if the board votes to reimburse him for it. He said he could do that.

Returned Certified Letters:

The BOH received two certified letters back which were sent to Chris Leaman and Ernie Newcomb. Cindy Doan, the Tax Collector, confirmed their addresses and suggested we mail them regular mail. The Board agreed to send the letters regular mail.

POA: Toni will mail the letters regular mail.

Cauldron Farms:

Toni updated the Board to let them know that Bella Kaldera did come in to get the letter and the permit for the campground. They will come in to the next meeting to discuss the letter and permit.

Landfill:

Chairman Larson went to the Finance Committee on March 12, 2013 to apply for a Reserve Fund Transfer for the Landfill Testing. The Finance Committee approved the transfer in the amount of \$4965.00. The Board received three proposals, one verbal, two written. Chairman Larson abstained from discussion and voting. H. Duggan and R. Mizereck discussed the proposals and decided to go with Scott Johnson to do the landfill testing.

Motion: Randy Mizereck

Second: Hayden Duggan

Randy Mizereck motioned to have Scott Johnson perform the necessary landfill testing and Hayden Duggan seconded. Chairman Larson abstained.

Motion: Randy Mizereck

Seconded: Hayden Duggan

Motion to adjourn meeting as there was no further discussion. Meeting adjourned at 8:10p.m.

Approved: _____

Date: _____

[Handwritten signature]
[Handwritten date: 3/26/13]

