

**Hubbardston Board of Health  
April 9, 2013  
Minutes  
Library Basement**

Meeting called to order at 7:00 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  
Guest:         Sara Darlagiannis  
                  Bella Kaldera  
                  Raven Kaldera

**First Order of Business:**

Sara D. Came to present more of the Emergency Preparedness Plan (EPP). We began going over the plan beginning on page 10. Sara D. stated that although we don't have our own staffing database, we will be using Wachusett Medical Reserve Corp as our database. Determining amount of staff will be dependent on how many dispensing sites will be open, what the emergency is, how many people are affected, etc. We will need to have a separate registration staff and also keep track of shift changes. We also discussed having some form of id so that the staff would be recognizable as well as the functions of staff members from triage screeners to greeters, educators, evaluator's and vaccine administrators as well as many others. Discussion ensued regarding the antibiotic and vaccine supply as well as the dispensing output for the Town of Hubbardston based on the population. Sara D. stated that although most of what is in the plan is based on larger communities, we will be able to take what is pertinent to our town and tailor it to our needs. Sara will come back in a month to continue with the plan.

**POA: Toni will put Sara on the agenda for the May 14<sup>th</sup> meeting.**

**Bella and Raven Kaldera:**

The Kaldera's come in to discuss what has been happening with their campground. B. Kaldera and R. Kaldera have begun cleaning up the sites. So far there are 14 sites which are marked and cleaned. Larry Brandt from the Building Department is scheduled to do an inspection at the campground at the end of this month. The Kaldera's have spoken to DEP with regards to getting a composting toilet which meets DEP standards. The Kaldera's handed out paperwork to the Board which shows which composting toilet they would be purchasing and the regulations they received from the DEP. The Kaldera's did say a porta potty would be in place at their functions if the composting toilet and the shed they are building for it are not ready for them. The gray water disposal has been addressed. The Kaldera's are prepared to put a 25 gallon bucket on wheels to collect the gray water and put it through their septic. The Kaldera's are looking into a long term solution for the gray water. The Kaldera's have stated that sustainability is the biggest priority for them. The Board asked that B. Kaldera redraw a map of their campsites and have the sites numbered so that they will be easy to inspect and find if there is a need to get to the sites quickly. Hayden Duggan said that this is a good start to bringing the campground into compliance. H. Duggan stated the Board would like a document stating what their plans are, short term and long term. If the

Board had a document outlining their goals it would be helpful. Chairman Larson reiterated that if the composting toilet is not ready they need a porta potty. The Kaldera's will come to our next meeting to discuss what other steps have taken place.

**Motion: Hayden Duggan**

**Second: Tomas Larson**

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

**Permits:**

Permits were approved and signed.

**Summer Intern:**

We received an application for a summer intern which is being paid by a grant. The applicant, Jennifer Pistole, sent her resume in and the Board was in agreement that it would be an asset to have her come in and work on a few projects.

**POA: Toni will call Jennifer Pistole and let her know that she was accepted as a summer intern.**

**Ernie Newcomb:**

The Board discussed that Mr. Newcomb has not responded to our letters dated December 13, 2012 and one dated February 7, 2013. The Board is in need of a response as to what actions have been taken to rectify the situations.

**POA: Chairman Larson will touch base with Mr. Newcomb and see what steps have been taken to rectify the situation.**

**Michael Cove:**

Mr. Cove has not responded to a letter sent by the Building Department or the Board of Health.

**POA: Randy Mizereck will call Mr. Cove and invite him to the next meeting.**

**Discussion:**

The Board discussed the Emergency Preparedness Plan with regard to making it more suitable to meet our needs in the Town of Hubbardston. Hayden Duggan has suggested that he take the plan as it is written and make it more palatable for us. H. Duggan suggested that we do a table talk amongst the Board with a scenario that he would supply and see how we could meet our needs. After the Board has a table talk, they would invite others in to another table talk to incorporate more aspects of the plan. Chairman Larson suggested we have copies of pertinent forms for the EPP in a separate area in the office so that it would be easily accessible when a situation arises.

**POA: Hayden Duggan will condense plan, and schedule a table talk in June where the BOH would have a major role.**

**Motion: Tomas Larson**

**Second: Hayden Duggan**

Motion made to adjourn meeting as there was no further discussion. Meeting adjourned at 8:27 p.m.

Approved: \_\_\_\_\_

Date: 5/14/13

