Hubbardston Board of Health
September 24, 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, Chariman
	Randy Mizereck, Vice Chairman
	Lucinda Oates, Member
	Steve Mossey, Member
	Toni Walker, Clerk
Guest:	Sara D., Bill Murray
Absent:	Hayden Duggan, Member

First Order of Business:
Sara D. came in to speak with the board. Sara. D asked when our flu clinic would be taking place. We let her know that our flu vaccine just came in and we were going to be deciding on a date later during this meeting. Sara asked that we keep her informed of the date as we need to do a through put drill at the same time. Chairman Larson asked what the protocol would be for giving vaccine shots to the town employees and the school employees. Sara D. said she would find out and let us know. Sara D. handed out a packet for Closed Emergency Dispensing Site Planning Guide which she then explained what the EDS plan would entail and how this would be put in place. After Sara D. explained this, due to time constraints, she asked the board to review it on their own and at the next meeting they would go over it again. This would be for facilities such as Ron Burton's Campground and Peaceful Acres. Sara D. spoke with the board about the We Are Prepared Campaign. Toni told Sara that Chief Perron put it out on Facebook and it is on the Town Website. Sara D, asked to be put on the agenda for October 22, 2013.
POA: Toni will let Sara D. know when the flu clinic date and times are.

Bill Murray:
Bill Murray came in from Places Associates, Inc. to offer his services to various boards who may be in need of his help. Mr. Murray stated that he is primarily offering back up support services. Currently, Places Associates, Inc. work for the town of Boxborough and for Stowe. The company designs and permits septic systems throughout the state. The company specializes in doing municipal projects. Mr. Murray is not looking to replace our current agent but he is looking to offer services to be a backup.

Motion: **Steve Mossey** **Second:** **Lucinda Oates**
Motion was made to add Places Associates, Inc to become an alternate agent to the Board of Health. Motion was 3 in favor 1 opposed. Motion carried.

Kitchen Inspections:

All kitchen inspections were on hold as of last meeting. Hayden Duggan, our current Inspector, needs to have the town vote to allow a member of the board of health to do kitchen inspections. The Town Administrator, Anita Shciepers will be looking into this to let the board know how to proceed. The board then discussed having Toni be an assistant agent for the kitchen inspector so that inspections can be done in a timely manner until the situation can be rectified with Hayden Duggan.

Motion: **Randy Mizereck** **Second:** **Steve Mossey**

Motion made for Toni Walker to become an assistant agent for Kitchen Inspector.
All in favor. Motion carried.

Motion: **Tom Larson** **Second:** **Randy Mizereck**

Motion made to go forward on making Hayden Duggan eligible to become Kitchen Inspector.
All in favor. Motion carried.

Discussion:

The board discussed whether or not ServeSafe is required for Residential Kitchen Permits to be granted. Randy Mizereck spoke to the state today and the state said it is not required but it is highly recommended that the applicant have ServeSafe.

Motion: **Randy Mizereck** **Second:** **Tom Larson**

Motion made to add the following wording to all paperwork for Residential Kitchen Permits, "The Board of Health highly recommends, although not required, that you have the ServeSafe course."
All in favor. Motion carried.

Motion: **Steve Mossey** **Second:** **Lucinda Oates**

Motion was made to approve the September 10, 2013 minutes with no corrections. All members in favor. Motion carried.

Perc Forms Discussion:

Chairman Larson asked how paperwork was handled when it came to perc tests. Randy Mizereck proceeded to let Chairman Larson know how the paperwork was done. Chairman Larson asked if we could fill out a simple form that states what our board found with the perc test. R. Mizereck said that would not be a problem.

Multi-Board Meeting:

A reminder was given that there will be a multi-board meeting on Oct. 7, 2013 @6:30 pm.

Flu Vaccine:

Flu Clinic scheduled for October 19, 2013 from 9am – 12pm. Toni will check with Judie O'Donnell to see if this day works with her.

Tom Monfreda:

Chairman Larson spoke with Tom Monfreda and Mr. Monfreda stated that he would do the inspection for the composting toilet at Cauldron Farm. As soon as we get confirmation from Mr. Monfreda that the plumbing inspection is complete and they are compliant, the Board of Health needs to set up an inspection.

Deb Pettirossi:

Deb Pettirossi sent an email to the Board stating that she would be interested in doing a presentation regarding Lyme. She would be interested in doing something in conjunction with Conservation on Mt. Jefferson. She was thinking a hike and then some kind of program. May is Lyme Awareness Month and she would like to do it then. The Board would like to discuss this as it gets closer.

Mission E-4:

Discussion is on hold until Hayden Duggan comes to the next meeting.

BOH Legal Handbook:

The legal handbook for the board of health is $200.00. Randy Mizereck stated that this is a good investment.

Motion: **Randy Mizereck** **Second:** **Steve Mossey**

Motion was made to purchase the legal handbook. All in favor. Motion carried.

Motion: **Lucinda Oates** **Second:** **Randy Mizereck**

Motion made to adjourn at 8:45 pm as there was no further discussion. All in favor

Approved: _____

Date: 10/8/13