

The Review fees Residential Kitchen Permit Fees:

The current fees for a Residential Kitchen Permit were discussed. It was decided that the current fee of \$15.00 for the permit and a fee of \$30.00 per inspection would remain in effect. Two (2) inspections are required per year. The total cost of a n annual Residential Kitchen Permit will remain \$75.00 including inspections. The current application was reviewed and decided that it is appropriate.

Status of Food Inspector Position:

The initial food inspections have been completed for the following new businesses:

- Big Ed's Kitchen
- Hubbardston One Stop Shop Market

First Quarter Food Inspections have been completed for the following establishments:

- Hubbardston Rod and Gun Club
- Hubbardston Pizza Palace
- Hubbardston Market
- Westfield Farms
- PJ's Diner
- Hubbardston Central School

Status of Special Municipal Employee for Food Inspector position was discussed. Hayden Duggan advised the Board that he will not be able to accept the position of Food Inspector at this time. Therefore, the Board will not pursue the Special Municipal Employee status approval by the Board of Selectman at their June Meeting.

Toni Walker has stepped in to temporarily maintain the inspections until a decision is made to fill the position permanently. The Board will invite Toni Walker to the May 24' 2016 meeting to discuss the reports that were submitted and the permeant status of the position.

Follow up Resident Complaint:

A follow up contact was made with the property owner of 19 Mt. Jefferson Road regarding a request to repair the situation that was causing sanitation non- compliance. The property owner did comply with the 30 day timeline, and has made the repairs to meet the requirements of compliance.

Follow up on Well Placement 20 West Comet Road

Correspondence was received and reviewed by Board for a questionable well placement At 20 West Comet Road. The situation has been reviewed by well installer for compliance.

Permits Issued:

Permits have been issued for the following Vendors:

- Cauldron Farms
- LH Sweets
- Hubbardston Youth Baseball

It was decided that a permit was not required for Judith Baum to sell commercially packaged soups and pickles at the Senior Center.

Title 5 Septic Issues:

Title 5 Septic Inspection Reports for the following properties were reviewed:

- 15 Navajo Street
- 32 Main Street
- 04 Elm Street
- 12 Old Princeton Road
- 06 Nestlewood Lane
- 95 Old Westminster Road
- 05 Mayo Road
- 09 Mt Jefferson Road
- 14 Grove Street
- 27 Main Street
- 44 Underwood Road
- 100 Williamsville Road

Septic Design Plans for the following properties were reviewed:

- Lot 1 Healdville Road
- 3 Old Princeton Road Cutoff
- Lot 1 Mt Jefferson Road

PERC Test/ Soil Evaluations were requested for the following properties:

- Lot 1 Mt. Jefferson Road
- 50 Brigham Street
- 52 Barre Road

Administrative Issues and Correspondence were reviewed

Motion made to adjourn meeting at 9:20 PM as there was no further discussion.

Motion: Lucinda Oates

Second: Hayden Duggan

All in favor. Motion carried.

Next meeting scheduled for May 10, 2016

Approved: _____

Date: _____

Action Items:

Issue Mobile Food Permit for Bill Homan
Invite Toni Walker to May 24 th Meeting for review of Food Inspections submitted and discussion of Food Inspector position
Contact Judith Baum regarding food permit not required for sale of commercial packaged soups at Senior Center
Coordinate October Flu Clinic with Rite Aid