

TOWN OF AYER BOARD OF HEALTH  
Meeting Minutes, November 24, 2014

Call to Order: 5:30 pm:

Members present included *Chair* Pamela Papineau, *Clerk* Mary Spinner, *Member* Heather Hasz, and *Administrative Assistant* Jane Morriss.



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**NABOH REPORT, BRIDGETTE BRALEY:**

- NABOH will return to **Empire City** within the next week to follow-up its Nov. 4<sup>th</sup> inspection that documented seven violations.
- B. Braley has reviewed the **Borrogo Solar** Systems project and has found no issues with the project.
- Notification of a possible exposure to rabies was received and followed-up by C. Purdy.
- M. Spinner wanted to know how **Taco Bell** could open without a signed common victuals license and without it coming before the BOS for a vote to approve the opening. P. Papineau will follow up with BOS.
- M. Spinner asked B. Braley if she has seen any plans for the **New England Flat Bread Company**. The **NEFBC** is doing extensive renovations and the newspaper reported they are planning to open in the spring. B. Braley said she has made several requests and has yet to receive any plans. R. Pontbriand and B. Braley will follow up.

**DISCUSSIONS:**

- **Draft Trash Haulers Regulations status (Continued):** The working draft of the Trash Hauler regulations have been submitted to Town Counsel; R. Pontbriand felt they would be reviewed in time for discussion at the next BOH meeting.
- **Compensation for Animal Inspector (AI):** the BOH estimates that, based on time tracking for the past 3 months, the AI (Carlene Purdy) will devote 72 hours per year to rabies-related duties beginning in FY 2015. At the time of her appointment, Ms. Purdy's responsibilities were limited to "barn inspections" for which she was compensated \$1000/year. The Chair proposed a \$20/hour (\$1600/year) stipend for Animal-Inspector related duties in addition to the \$1000 budgeted for Barn duties. P. Papineau suggested the increase could come out of "un-used salary." She will request the amount of unexpended salary that will remain in the FY 2015 budget that wasn't spent during the almost two months that the administrative assistant position was vacant. H. Hasz said she wanted to "know" that number. The members of the BOH agreed they wanted to fund this for FY 2015, and suggested partnering with another department if necessary. On behalf of the Board, P. Papineau commended C. Purdy, saying "You've gone above and beyond and it wasn't what you signed up for."

**NEW BUSINESS:**

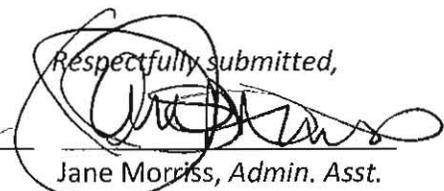
- **Barnum Road Liquors Tobacco Permit:** Although Barnum Road Liquors opened last spring, the BOH never issued a tobacco permit. P. Papineau visited the owner who seemed to be very cooperative. He said he wasn't aware he needed a permit. J. Morriss mailed a Tobacco Permit package covering both 2014 and 2015 (\$200.00). We will need to notify the BOS of any businesses that have not renewed their licenses by Dec. 16.
  - **Empire City Letter:** J. Morriss mailed a letter to Empire City over P. Papineau's signature as was requested during the last meeting, as a follow up to B. Braley's Nov. 4<sup>th</sup> inspection.
  - **AI C. Purdy has completed her inspections and has submitted the Barn Book to the state.**
  - **Unreported spill/discharge at Vitasoy:** R. Pontbriand said there was a small spill several weeks ago due to a pump failure. Though there was very little liquid involved, and no chemical discharge, the town should have been notified. There was also an unauthorized solid waste discharge between Aug. 1 and Sept. 26 for which the DPW has issued an Administrative Order. The DEP is following up on both incidents.
  - **Miscellaneous:** P. Papineau will draft the 2014 Annual Report; M. Spinner will set meeting schedule for 2015. H. Hasz reported on her attendance at the annual meeting of the MA Association Health Boards Certification Day.
- Next Meeting:** Continue discussions re: trash hauler and tobacco regulations, AI stipend, & 2015 meeting dates.

**ADJOURN:** M. Spinner motioned to adjourn at 6:55 pm; H. Hasz 2<sup>nd</sup>. **A 3/0**

  
Pamela Papineau, *Chair*

  
Mary Spinner, *Clerk*

  
Heather Hasz, *Member*

Respectfully submitted,  
  
Jane Morriss, *Admin. Asst.*