

TOWN OF AYER BOARD OF HEALTH

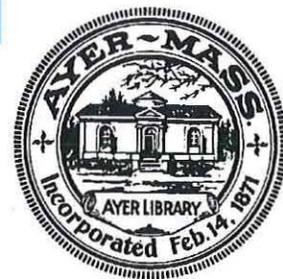
Meeting Minutes, February 23, 2015

Called to Order: 5:35 pm:

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

THE CLERK HAS
REVISED
EDITED THESE
TOWN OF AYER
MINUTES. J.M.

2015 MAR 24 AM 9:43



NEW BUSINESS: (Moved up in the agenda by agreement of members)

- **Animal Control/Inspector procedures request by TA:** Following a request by TA Robert Pontbriand for better clarity about roles of the Animal Inspector (AI) and the Animal Control Officer (ACO), Board Chair P. Papineau spoke with Police Chief Wm Murray and received the Police protocols covering animal issues (copy of which is attached to these minutes.) The only event that is not addressed between the protocols pertaining to our Animal Inspector (AI) and the Police Department's Animal Control Officer (ACO) is precise direction about what to do when someone gets bitten, which is understandable because this clearly falls into our purview. The Board advised the AI to e-mail the ACO of actions taken regarding dog bites. Creating an e-mail trail is a good way to document that the ACO has been informed.
- **Current animal bite/exposure recordkeeping/database:** P. Papineau said she would like to investigate the possibility of creating a "live document" that could live on the system to document incidents involving dogs and other animals that could be accessed by members of the Board, the AI, the Sanitarian, and members of the BOH.
- **Annual review of animal permit files (C. Purdy, B. Braley):** Carlene Purdy keeps a spread sheet of all of the calls she makes, and once a year she submits a "Barn Book" to the Massachusetts Department of Agriculture, and is up-to-date with this procedure.
- **Means of funding AI Stipend increase proposed:** M. Spinner suggested that we could submit a request for a "Reserve Fund Transfer" to cover the increased stipend for FY15 that was voted at the December 8th BOH meeting. A Reserve Fund Transfer would not have to go before Town Meeting to be approved, but will need to be submitted to the Finance Committee by March 11, which would allow the full Board to vote on its submission at its March 9th meeting.
- **Review of BOH Regulation for the Keeping of Animals and Fowl:** P. Papineau asked J. Morriss to work with the AI to come up with a spread-sheet that can capture year-to-year changes in fowl operations to aid the AI to discern any changes. This is important because many applicants simply write "Same as before" on their renewals.
- **Are Permit and Enforcement Fees still Appropriate?** Ayer adopted its regulations in 2007 and before the Board sends out renewal requests, the Chair wanted to revisit whether \$25.00 was still an appropriate fee. J. Morriss and P. Papineau will canvas area towns to ask about how much they are charging to keep animals.

NABOH MATERIAL—BRIDGETTE BRALEY: reported on several inspections of businesses and homes, including reports of hoarding, a complaint about a family living in a condemned property, and the presence of a dog at the COA (which is okay as long as the dog isn't allowed in the kitchen).

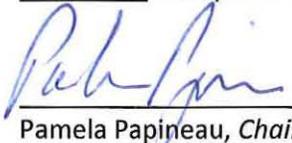
MINUTES FROM JANUARY 12 MEETING ACCEPTED & SIGNED: M. Spinner made a motion to accept and P. Papineau 2nd: **A2/0**

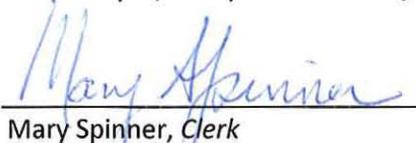
DISCUSSIONS: RAB UPDATE & (P. PAPINEAU): Following the Jan. 15 RAB meeting, P. Papineau Gave following discs to J. Morriss and requested they be put on BOH website: *Proposed Plan for AOC 72 and SA 71* (Final Version January, 2015; *Shepley's Hill Landfill Barrier Wall Addendum to the Work Plan for Long-Term Monitoring and Maintenance Plan Update* (Final version, August 2013; *Land Use Control Implementation Plan Restriction of Groundwater Use Shepley' Hill Landfill* (August 2014) and *Removal Action Completion Report for Railroad Round House and Red Cove* (Final version June, 2014).

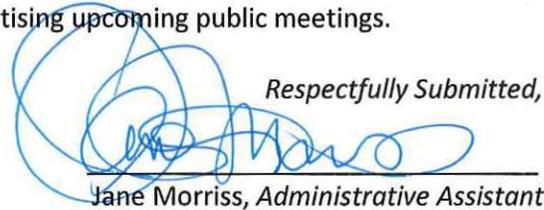
- P. Papineau reported that the Army considers the Army Rail House and Red Cove projects complete. RR Roundhouse still requires land-use controls. There is nothing the BOH needs to act on, but there will be deed restrictions limiting land use (prohibiting housing) in those areas of Devens. The next RAB meeting is scheduled for April 16.
- **FY 2016 budget meeting update (P. Papineau):** The Chair presented the BOH FY 2016 Budget request to the Finance Committee and discussed the increased compensation for the AI, and the 5 percent increase for office expenses.

ADMINISTRATIVE MATTERS: At the next meeting the Board will review its revised Trash Hauler and Tobacco Regulations and set dates for public hearings. J. Morriss will verify deadlines for advertising upcoming public meetings.

ADJOURN: M. Spinner motioned to adjourn at 7:21 pm; P. Papineau 2nd. **A 2/0**

 3/23/15
Pamela Papineau, *Chair*


Mary Spinner, *Clerk*


Jane Morriss, *Administrative Assistant*

Respectfully Submitted,