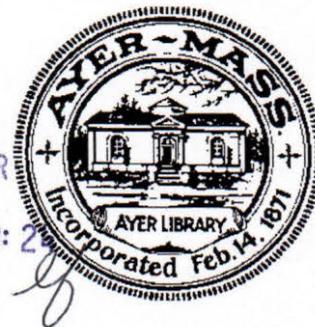


**TOWN OF AYER BOARD OF HEALTH**  
**Meeting Minutes of November 23, 2015**

Meeting called to order at 5:30 pm  
Members present included: *Chair* Heather Hasz, *Clerk* Mary Spinner,  
*Member* Pamela Papineau, and  
*Administrative Assistant* Jane Morriss

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**NABOH MATERIAL REVIEW (B. Braley):** conducted inspection and gave approval to new business, Tipo Taco. She also issued annual renewal permits to McDonalds, Taco Bell, Jack O' Lantern, Medicine Shoppe, and Union Coffee House An amendment to Catania Spagna's permit was also approved. Around 6 am Tuesday, November 10, *Chair* H. Hasz responded to a call of a fryolator fire at McDonalds. B. Braley was on the scene by 8 am. H. Hasz reported that they executed a "pretty good plan." A fire extinguisher was used to put out the fire, and they had to get rid of everything that had been exposed to the chemicals from the extinguisher. They were deemed ready to reopen by Noon. Compassionate Care has begun cultivation and H. Hasz volunteered to invite John Hillier to come to a meeting after the holidays to give the Board an update. The Chair stated "Compassionate Care is open, I want to invite him to a meeting in the new year. M. Spinner said he was at a recent Selectmen's meeting and everything is at least a year behind schedule due to the State late approvals. They will be baking on-site, so will need NABOH approval. There was no update concerning the debris that remains in the driveway of 48 Washington St. The Board supported a strategy of making weekly calls to the bank until the situation is resolved.

**SOLID WASTE REPORTING DOCUMENT (P. Papineau):** The members of the Board agreed the form P. Papineau presented was easy to read and simple to follow. The form will be mailed with the permits and the trash haulers will be encouraged to provide feedback. The trash haulers will complete the forms and submit them to the DPW. The Board is looking forward to seeing how this information might lead to better methods of dealing with the trash stream at all levels.

**TOBACCO PERMIT UPDATE (J. Morriss):** Shop N Save has not yet given a copy of its state tobacco license to the Board. H. Hasz called and spoke with the manager of the grocery store and he agreed to bring a copy of the state license to the office tomorrow (Nov. 24).

**BOH WEBSITE:** *Chair* H. Hasz and B. Braley plan to meet next week to come up with five frequently asked questions (FAQs) and answers for the Board's pages on the new town website.

**ANNUAL REPORT:** H. Hasz asked P. Papineau to e-mail a copy of the 2014 Annual Report so she could build on it for this year's report which will be due after the first of the year. J. Morriss will contact *Animal Inspector* C. Purdy to remind her that she will need to submit an annual report as well.

**REVIEW OF MINUTES FROM NOVEMBER 9, 2015:** *Clerk* M. Spinner moved to approve the minutes covering the November 9 meeting and *Chair* H. Hasz 2<sup>nd</sup>. **A3/0**

**ADMINISTRATIVE MATTERS:**

- **Mail Review:** *Animal Inspector* C. Purdy has completed all chicken inspections, updated her spreadsheet, and will submit the report to the state as soon as she finishes inspecting the two farms. She plans to complete the Rabies Control Quarantine spreadsheet by end of the year. The DEP sent notice that a well at 65 Westford Road has been decommissioned. A request from the Police Chief to address safety issue at 9 Pearl Street sparked a brief discussion. Health Agent B. Braley has responded, and will continue to follow-up. M. Spinner reminded the Board that if we condemn a property, we are financially responsible for relocating costs.
- **Miscellaneous: Future items/Action Items:** M. Spinner suggested the Board send a copy of its 2016 BOH meeting schedule to the Lowell Sun for its Sunday "Local Meetings" column—members agreed. M. Spinner requested that the Board print out the town's bylaws (117 pages) and put them in a large 3-ring binder to be kept on the shelf. H. Hasz reported that she signed onto the Let Us Know (LUK) grant application being submitted by the NABOH requesting state funding (announced by the Governor in May) to expand local resources to address the opiate crisis.
- **Adjourn:** P. Papineau made a motion to adjourn the meeting at 6:21 p.m. with 2<sup>nd</sup> from M. Spinner. **A 3/0**

Heather Hasz, *Chair*

Mary Spinner, *Clerk*

Pamela Papineau, *Member*