



TOWN OF AYER  
**BOARD OF HEALTH**

TOWN HALL – 1 MAIN STREET – AYER, MASSACHUSETTS 01432 – (978) 772-8213

**Minutes of February 10, 2020 - Ayer Board of Health Meeting**

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

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TOWN OF AYER  
TOWN CLERK

*M. Papineau*

**Members Present:** Pamela Papineau, Chairman, and Patricia Peters

**Also Present:** Heather Hampson, Administrative Coordinator

**Absent:** Mary Spinner Clerk,

**Chairman Papineau opened the meeting at 5:31 PM**

**Public Input**

None

**Review of Minutes from January 27, 2019**

P. Papineau had one minor correction to the minutes.

**At 5:32 PM, P. Peters made a motion to accept the minutes of January 27, 2020 as amended. P. Papineau seconded. No discussion. Unanimous vote to approve. (2-0-0)**

**Review, Septic Permit 111 Fitchburg Road**

P. Papineau spoke with B. Braley regarding the permit regarding the septic permit for 111 Fitchburg Road, the application has been reviewed and the Board needs to sign the permit.

The Board signed the septic permit for 111 Fitchburg Road.

**Review of Current Regulation**

**Aquifer Protection Regulation**

P. Papineau asked H. Hampson what the procedure was for when a special permit comes in for work within the aquifer district.

H. Hampson informed the Board that all special permit applications are given to all departments for review at least 2 weeks before the hearing date. In the past B. Braley has issued comments on applications on the Boards behalf to the Planning Board and a special permit will not be granted without B. Braley's approval.

P. Papineau will review the regulations and finalize the changes that are needed.

**PACE**

P. Papineau stated that she has contacted Laurie Nehring about coming to an upcoming meeting and once she hears back from her the item will be placed on the agenda.

**Town Report**

P. Papineau handed P. Peters and H. Hampson a draft of the town report for them to review.

H. Hampson had one minor change to the report regarding the office hours.

P. Papineau stated she will make the necessary change and asked H. Hampson to find out when the reports are due.

**NABOH Report (B. Braley):**

P. Papineau went through the materials from Nashoba Board of Health which included two food inspection reports.

**Administrative Matters:**

**Mail**

P. Papineau went through the mail the Board received since the last meeting which included Central Mass Mosquito Control Budget report for Fiscal Year 2021 and a report from Omni for a residential home heating oil spill.

**Miscellaneous**

P. Papineau stated that the Julie Thomas, Animal Inspector, contacted her regarding the annual stipend for the position. P. Papineau contacted Kevin Johnson, Human Resources Director on how to proceed with the payment. P. Papineau drafted a memo for the Board to sign to pay J. Thomas for the services of the Animal inspector.

**At 6:04 PM P. Papineau made a motion to pay J. Thomas the stipend for the duties of the Animal Inspector for the Fiscal Year 2020 for work completed at the end of 2019. P. Peters seconded. No discussion. Unanimous vote to approve. (2-0-0)**


**Action Items for February 24, 2020 Meeting:**

P. Papineau went through the action items for the next meeting which will include the possibility of Laurie Nehring from PACE, Aquifer Protection Regulations, and Annual Report.

**Adjourn:**

**P. Peters motioned to adjourn the meeting at 6:10 PM, and P. Papineau seconded. No discussion. Unanimous vote to approve. (2-0-0)**

  
Pamela Papineau, Chair

  
Patricia Peters, Member

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Mary Spinner, Clerk

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Respectfully Submitted,  
Heather Hampson, Administrative Coordinator