

**TOWN OF AYER BOARD OF HEALTH**  
**Minutes of October 2, 2017**



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2017 NOV 28 AM 9:39

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Meeting was called to order at 5:30 pm by *Chair* Pamela Papineau

Members present included: *Chair* Pamela Papineau, *Clerk* Mary Spinner, *Member* Patricia Peters, and *Administrative Assistant* Jane Morriss. Meeting recorded by APAC

PUBLIC INPUT: None

REVIEW OF MINUTES: M. Spinner said she was "quite distressed" that the minutes of September 11 Board meeting didn't better reflect what she said relative to recalling the events of September 11, 2001. So she agreed to draft the segment, and J. Morriss will make the change and submit the minutes at the next meeting.

RAB MEETING: P. Papineau will let Robert Simeone know that P. Peters will be the new representative from the BOH. J. Morriss will give the DVD from the report dealing with the PFAs in the water to C. Knox so it can be uploaded to the Board's webpage. P. Papineau explained that the PFAs are an emerging area of concern, and the report shows where we stand in terms of the regulations. P. Papineau said that the packet would serve as a nice introduction to the work RAB is doing. P. Papineau reassured P. Peters that she has three months until the next meeting, and told her that she can consult with Laurie Nehring and Julia Corenzwit if she has any questions.

NABOH MATERIAL (B. BRALEY): B. Braley replied (via an e-mail dated September 27) to an e-mail received on September 26 from Jon Andrews complaining about "the Mulberry Circle area smelling like raw sewerage." She explained that she has been working closely with Michelle Delemarre of the DEP, Nasoya, and an outside consultant to rectify these issues. She told him that Nasoya plans to install a third scrubber (for additional emission control).

ADMINISTRATIVE ASSISTANT JOB DESCRIPTION REVIEW: Responding to a request by the Town Administrator (TA) and the clerical union to update and reformat the BOH Admin's job description, to be filed by October 10, J. Morriss drafted a description based on the provided example, and presented it to the Board. Following some discussion about a job description that was written 7 – 10 years ago that could not be located, the Board decided to go forward with J. Morriss' draft, incorporating some re-wording suggested by the Board. J. Morriss agreed to make the changes and will submit it to P. Papineau for her review and signature before submitting the document to the TA.

SETTING 2018 FEES FOR TRASH HAULERS AND TOBACCO SELLERS: The Board agreed to keep the Trash Hauler Permit Fee at \$200.00. The Board asked J. Morriss to come to the next meeting with copies of our regulations and a list of the fees we collect for trash, tobacco, and animal permits. The Board also asked if we could post a list of the permits that are administered through the Board of Health. M. Spinner suggested that we put a list of items that need permits on our website. J. Morriss said she would put together a list. P. Papineau said we may want to consider posting a FAQ section. J. Morris said she thought we should add the definition of a farm to the information that is available on our webpages. Planning Board is working on re-writing their zoning regulations, and part of that is removing the BOH as the SPGA. P. Papineau was working with Jeremy Callahan a few years ago on this. There is a zoning by-law; and then there is a BOH regulation. We have had nobody reach out to us since J. Callahan left to work the details out. P. Papineau said she is thinking about sending an e-mail to Robert and to the Planning Board to remind them that "this is still out here." Also of concern is that the by-law and the regulation have a different set of criteria. J. Morriss will include a copy of the Aquifer Protection Regulation in the packet for the next meeting

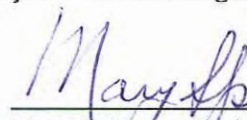
ON-GOING BUSINESS: DISCUSSION ABOUT PROGRAM ADDRESSING OPIOID CRISES IN AYER: The Board asked J. Morriss to contact the school and pin down a specific date for the symposium: Tuesday or Thursday on November 7, 9, 14 or 16 would be best.

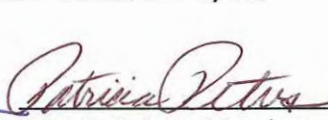
ADMINISTRATIVE MATTERS:

Mail: Medicine Shoppe is closing and CVS (Groton) will be taking over their business.

ADJOURN: M. Spinner motioned to adjourn the meeting at, 7:24 pm and P. Peters 2<sup>nd</sup>. 2/0 A

  
Pam Papineau, *Chair*

  
Mary Spinner, *Clerk*

  
Patricia Peters, *Member*



**TOWN OF AYER BOARD OF HEALTH  
Minutes of October 16, 2017**



RECEIVED  
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NOV 28 AM 9:39

Meeting was called to order at 5:35 pm by ~~Clerk Mary Spinner~~ *Chair Pam Papineau*

Members present included: Clerk Mary Spinner, Member Patricia Peters, and Administrative Assistant Jane Morriss.

~~Chair Pamela Papineau was absent.~~ *pp 11/27/17*

Meeting recorded by APAC

PUBLIC INPUT: None.

REVIEW OF MINUTES:

- September 11: M. Spinner made a motion to accept the minutes as corrected and P. Peters 2<sup>nd</sup>. A 3/0.
- September 25: M. Spinner motioned to accept minutes as corrected and P. Peters 2<sup>nd</sup>. A3/0

NABOH MATERIAL (B. BRALEY):

- Nasoya Odor Complaints: The complaints continue. The cause of the odors is not entirely certain. B. Braley is working with the DPW, Nasoya, the State Department of Environmental Protection and the BOS to address the issues. J. Morriss was asked to post a letter from Nasoya on the BOH website. Meanwhile, the BOS will be reviewing the issue at the meeting tomorrow (Tuesday, October 17, 2017).
- A resident on Myrick Street called J. Morriss to say that she was no longer keeping chickens. B. Braley will be following up on a complaint about trash at 25 Columbia Street.

SETTING 2018 FEES FOR TOBACCO SELLERS:

The Board agreed to keep fees on Tobacco and Trash Hauler Permits at \$100 and \$200 respectively. The Board also agreed that moving forward it would keep the actual dollar amount of the fees out of the regulations so they can be set on a yearly basis so they can be more responsive to the actual costs of administration and oversight. J. Morriss was asked to contact the Tobacco Alliance. The Board also talked about asking B. Braley and C. Purdy to do a cost analysis of administering the Animal permits.

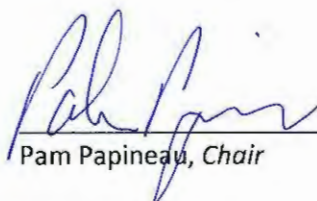
ON-GOING BUSINESS:

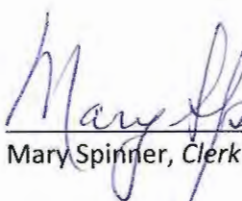
November 7 Opioid Symposium: The Board agreed to schedule the Symposium on November 7 at 7 pm in the High School Auditorium. P. Peters and J. Morriss will work together to get presenters and to promote the program. J. Morriss provided the Board a list of activities requiring permits in Ayer, which is filed with these minutes.

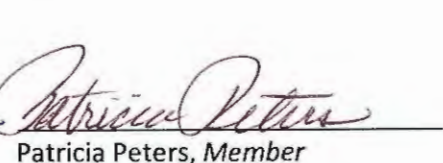
ADMINISTRATIVE MATTERS:

Action Items for November 13 meeting: RAB report (P. Peters & P. Papineau) Robert Simeone has been notified that P. Peters will be attending meetings on behalf of the BOH. J. Morriss & P. Peters will report on their plans for the Opioid Symposium. M. Spinner will report on the next quarterly meeting of the NABOH Executive Board.

ADJOURN: M. Spinner motioned to adjourn the meeting at 6:55 pm, and P. Peters 2<sup>nd</sup>. *3/0 PP 11/27/17* **Z/Q A**

  
Pam Papineau, Chair

  
Mary Spinner, Clerk

  
Patricia Peters, Member

# Regulations

- Aquifer Protection District Health Regulations
- Floor Drain Regulations
- Keeping of Animals and Fowls Regulations
- Moratorium on Groundwater Wells
- Outdoor Wood Burning Boiler Regulations (images)
- Private Well Regulations
- Sale and Distribution of Tobacco Products
- Sewage Disposal Regulations
- Solid Waste Hauler Regulations

## Fees List:

- |   |          |
|---|----------|
| • Animal/Fowl Permit (expires May 31)                   | \$ 25.00 |
| • Tobacco Permit (expires December 31)                  | \$100.00 |
| • Outdoor Wood Burning Boiler Permit (one-time payment) | \$150.00 |
| • Solid Waste Hauler Regulations (expires December 31)  | \$200.00 |