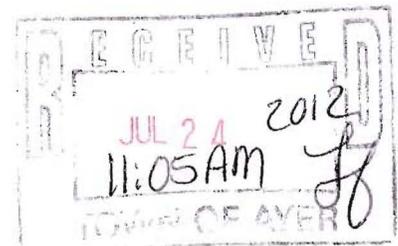


Ayer Board of Health
Meeting Minutes
June 25, 2012 - Ayer Town Hall - Call to order 5:00 p.m.



Members present: Mary Spinner, Chair; Margaret Kidder, Clerk; Marilyn McMillan, Member
Also present: Ruth Terry, Administrative Assistant
Documents: Agenda, Mail Update, Regulations Review Chart dated 6/25/12

- **M. Kidder motioned to approve the minutes of June 11, 2012, M. Spinner 2nd, A 2/0.**
- Update from the current Chair –
 - The review of the “Meetings and Minutes Guide” showed the Board should include the meeting location in the minutes. The Guide went on to say everyone should be recognized by the Chair before speaking.
 - The Selectmen recently discussed 128 Washington Street/14 Williams Street in Executive Session. The Town Administrator met with M. Spinner, Bridgette Braley, and the Building Inspector last week and will continue to do so monthly to discuss the ongoing situation with these properties.
 - The Board discussed again the need for the town to have abandoned property regulations. The Board discussed the recent fire on Main Street and the fact that four families are now homeless. M. McMillan described how the Town of Easton funds a volunteer group that helps the homeless by coordinating assistance with housing, food, clothing, and services.
 - A family in town has proposed putting a gravesite on its land in Ayer. B. Braley is looking into this. Town Administrator Robert Pontbriand will copy BOH on what he learns from Town Counsel about the legal procedure (soil testing, certified abutter notification, public hearing, BOS approval, etc.).
- Reorganization of the Board –
 - **M. Kidder motioned to have M. Spinner remain as chair, M. McMillan 2nd, A 3/0.**
 - **M. Spinner motioned to have M. Kidder remain as clerk, M. McMillan 2nd, A 3/0.**
- Nashoba Associated Boards of Health – Bridgette Braley, Health Agent – material review:
 - Reviewed food permits, housing violation, septic permit, well inspection.
 - The Board discussed the current situation at several properties.
 - The Board sent a letter to the owner of 65 West Main Street asking him to attend the July 9 BOH meeting.
 - A housing violation letter was mistakenly sent to the incorrect property on Snake Hill Road. A new letter will go out to the correct property.
- Calvin Street fowl permit – The Board saw photos taken during a Conservation site visit. The Steeves filed a Request for Determination and will attend the July 12 Conservation meeting. BOH will not approve the animal permit until after the Conservation decision.
- Bills – None.
- The additional 5 hours approved for the BOH Assistant in FY13 will be used to increase office hours to 9-2 on Tuesday and Thursday, with additional to be used during the week as needed for projects, such as continuing Don Baker’s work managing older BOH files.
- BOH regulation review – R. Terry distributed an updated regulation review chart.
 - Abandoned properties – There is a need to involve Fire and Police Chiefs and to identify abandoned properties (perhaps through Assessor, Collector, DPW meter readers). Issues to discuss include squatters, firefighters entering buildings, and a shared database. The Board agreed M. Kidder, because of her job-related experience with this, will head the drafting of this regulation. She plans to arrange a brainstorming session.

- Private wells – The Board previously agreed not to add the Agricultural Well paragraph, so this reg is ready to reformat and sign.
- Outdoor Wood Burning – Our current reg predates the state regs. Chief Pedrazzi still needs to review; we will go with the stricter; Paragraph 3 will be reworded to note that state standards are now in place.
- Aquifer protection – Previous edits/comments need to be reviewed. To be done later.
- Kennels – To be considered at another time.
- Medication disposal – A BOH reg is no longer needed, since Ayer Police Dept. now has a 24-hour drop-off. Also, as of July 1, 2012, no needles are allowed in landfills; containers for SHARPS disposal are available through NABH.
- The Board reviewed the Water Report for 2011.
- Barn Inspector Update - The Barn Book has now been received by MDAR, and the Certificates of Appointment for both Barn Inspector (Carlene Purdy) and Animal Control Officer (Bob Friedrich) are now in hand. The stipend will be paid for FY12. Carlene and Bob will meet to review barn inspection.
- M. Kidder discussed the last NABH Executive Committee meeting. Excellent material was distributed on ticks and Lyme disease, which she asked to have emailed to our office. M. Kidder also spoke about an inappropriate action that occurred at the NABH meeting.
- Upcoming meetings in July involving the BOH include: BOH meetings on July 9 & 23, abandoned property meeting, and properties meeting with Town Administrator.
- **M. Kidder motioned to adjourn, M. Spinner 2nd, A 3/0.**

Meeting adjourned at 6:15 p.m.

Mandy McVullas 7/9/12
Way Spinner 7/9/12
Margaret N. Kidder 7/9/12