

TOWN OF AYER
BOARD OF HEALTH

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



OCT 22 2013

11:10 AM

Meeting Minutes
October 7, 2013

Members Present: Heather Hasz, Chair; Mary Spinner, Clerk; Pamela Papineau, Member

Meeting Called to Order: H. Hasz called the meeting to order at 5:30 pm. M. Spinner motioned to amend the agenda in order to allow Ken Gikas, Region 2 Public Health Emergency to update the Board on the EDS plan before the Board addressed new business on its agenda, P. Papineau, 2nd
VOTE: 3-0 in favor.

5:30 pm – Mr. Ken Gikas, Program Planner, Region 2 Public Health Emergency Management:
Mr. Gikas handed out the Emergency Dispensing Site plan table of contents for 2013. He will send the entire plan via email for us to download. He said the incident command plan spelled out the rules and was complete with names and phone numbers for 24/7 contact.

Mr. Gikas asked that a member of the Board conduct a walk thru at the Ayer Shirley High School (the EDS) with the school administration to ensure that it meets the needs of the plan. H. Hasz stated that the school is currently under construction and will not be completed until spring 2015. She will contact the school to review the layout of the building and to have Mr. Gikas tour the site. P. Papineau suggested the possibility of using another school (Page Hilltop School). Mr. Gikas stated that it would be fine as long as it was a temporary situation.

The Board discussed the Memorandum of Understanding currently in place for the EDS (from 2007). Mr. Gikas stated that the final piece of the EDS Plan requires coordination between the town departments on the incident command structure. This can be done with a meeting with town departments prior to June 2014.

P. Papineau asked about dispensing site personnel and staffing. Mr. Gikas stated it would be Nashoba Nursing and volunteers coordinated by the MRC. She also asked whether Ayer had Reverse 911 capabilities. M. Spinner answered that the Town does have Reverse 911. Mr. Gikas will update the plan so it reflects this.

H. Hasz asked if the Board had any action items. Mr. Gikas directed new members and their Administrative Assistant to complete the NIMS 100 and 700 certification series. Mr. Gikas provided a DVD entitled "Together We're Ready" and asked that it be put on cable for public viewing. The Board thanked Mr. Gikas for attending their meeting and updating them on the plan.

Meeting Minutes Approval: M. Spinner motioned to approve the minutes of September 23, 2013 with amendments, P. Papineau 2nd. *VOTE: 3-0 in favor.* The Board will sign the amended minutes at their next meeting on October 21, 2013.

Mail Review: The Board reviewed the mail folder consisting of notices of non-compliance from the Department of Environmental Protection concerning Turbo Lube and Vitasoy and some food recalls. H. Hasz suggested that the Board invite representatives from Vitasoy to a future Board of Health meeting if odors continue into the spring. P. Papineau agreed and recommended that the Board follow the progress being made through the D.E.P.

Nashoba Club – Fire: H. Hasz stated that she was contacted by the Fire Department on October 5, 2013 of an electrical fire at the Nashoba Club. The facility was ordered closed. Bridgette Braley was

contacted and she conducted an inspection the next day and allowed them to reopen. H. Hasz commended the Ayer Fire Department for their quick response.

Silpro – Aquifer Protection Special Permit: P. Papineau provided an update on her inquiries sent to Mr. John Driscoll concerning the identity of and storage conditions for hazardous materials on site. She reported that he replied back and confirmed all action items in her October 2, 2013 email. Discussion followed regarding the development of a check list for future applications. P. Papineau stated that she would have a draft for the Board to review at its December 16, 2013 meeting.

Shepley Hill / Plow Shop Update: P. Papineau reported that the Red Cove excavations were completed at the end of last week and that site inspections were being conducted. She said that the transport of sediments from the Round House off-site disposal area needs to be completed. She requested that the Restoration Advisory Board send the date of the next meeting in October to Ms. Butcher and M. Spinner.

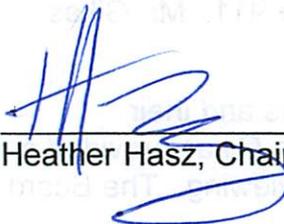
FY2015 Budget: H. Hasz stated a preliminary budget was due to the Town Accountant by November 1, 2013. The Board asked Ms. Butcher to notify NABOH Director James Garreffo with the due dates.

Vacant & Abandoned Properties Regulations: H. Hasz provided a draft copy of regulations dated July 28, 2012 containing language from Worcester, Gardner, and Fitchburg. M. Spinner recommended that the Board look at towns that were similar in size as Ayer. H. Hasz provided a copy of the Town of Webster for the Board to review at its November 4, 2013 meeting.

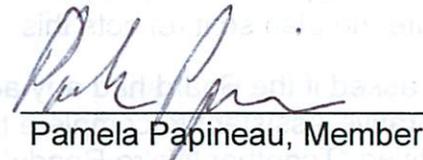
Tobacco Regulations: Permit applications will be distributed to local merchants in October for 2014. P. Papineau noted the need to address e-cigarettes. Ms. Spinner recommended waiting to see what the Attorney General's office does concerning them. P. Papineau requested that all the Board's regulations be placed on the town's website.

Adjourn: M. Spinner motioned to adjourn at 7:00 pm, P. Papineau 2nd. *VOTE: 3-0 in favor.*

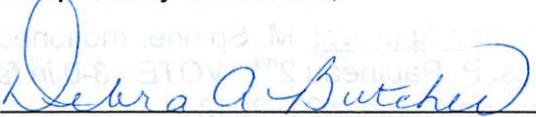
AYER BOARD OF HEALTH


Heather Hasz, Chair


Mary Spinner, Clerk


Pamela Papineau, Member

Respectfully Submitted,


Debra A. Butcher, Administrative Asst.