

Town of Heath
Board of Health
Meeting Minutes from 10/7/2015

BOH members present: Karen Brooks, Charlie Cornish, Armand Clavette.
FRCOG Health Agent: Glen Ayers and Betsy Kovacs arrived 6pm

Meeting called to order at 5:35

Minutes from 8-25-2015 not completed as of meeting, will be read at 11-4-15 meeting.

BOH welcomes new member Armand Clavette.

Conflict of Interest Law online training program information was distributed to BOH members.

Temporary Occupancy Permit- BOH discussed enforcing Temporary Occupancy Permit (TOP) guide lines. BOH voted and approved an addition to TOP policy. Require residents that need a TOP to be up to date with fees and completion of permit before a building permit is signed off. Letter from BOH to FRCOG requiring the addition of a TOP sign off be added to the online building inspection process before any building permit is issued.

19 & 20 Papoose Drive- Old letters found in file cabinet (prior BOH) from Building Inspector states that outbuilding (shed) with plumbing and electricity was not what permit originally was approved for and needs to be removed. Many other letters were found. Board discussed whether to drop these old issues. BOH will follow up with the FRCOG Building Inspector to find out status of this and other old letters.

42 Papoose- Title V for sale showed cesspool and indoor plumbing despite no permits. Tight tank will be installed requiring a deed restriction stating for seasonal use only.

7 Cheyenne Street- Letters received from building inspector stating a Notice of Violation for no building permit and a stop work order posting, including fines to be levied if still in non-compliance. Board will ask the inspector to write a blanket letter to be mailed at tax time with the application for TOP to explain the schedule of fines for failure to apply for a building permit and continuation of work after stop work order as well as fine for removal of stop work order. This was the 3rd violation of this type in recent months, and none of the properties were current with their TOP permits.

Task Force- BOH discussed the lack of consistency between lot numbers and actual street address. The discussion brought to light the possible health issues when attempting to complete permits and deeds. The issue of public safety was discussed and the confusion of locating a property in an emergency situation. BOH will draft a letter to Board of Selectmen suggesting that a possible solution would be to form a Task Force from various boards and departments to come up with a consistent simple map of the town to be followed by all and requiring compliance in the posting of 911 house numbers.

128 Taylor Brook- Complaint issued by a resident about a port a-potty on property. No permit has been issued and a letter will be sent to resident explaining the process. Porta-Potty permit needs to be applied for and contract with hauling company must be shown.

141 Taylor Brook- Complaint issued by a resident about open sewage coming out onto the road and flowing downhill. Glen Ayers will follow up with an assessment of the situation.

Pumping Reports- BOH reviewed and accepted all approved reports

Perc Test-BOH reviewed and accepted the approved reports.

Title V -25 Modoc Dr. Lot number 1-6-40-41-42. The need for deed restriction will be looked into. Property was updated in 2006 with new leach field system so deed restriction may not still be necessary.

Nurse's Report – BOH received and reviewed previous month Nurse's Reports. Betsy has agreed to post flu clinics and follow-up with Claire on other issues including how nurse's vacation time is determined.

BOH discussed collecting old reports and records from prior board members to help complete the new filing system. Clerk will approach past chairs.

7:00 – Betsy Kovacs excused herself from meeting due to illness.

Bill Schedules – BOH reviewed and accepted proposed payments for FRCOG installment, Code Red, Staples. E-waste bill will be reviewed and followed up by Karen.

EDS Emergency Shelter-Sheila Litchfield's e-mail informing BOH about the EDS response Charlemont shelter, mini-grant and the BOH's responsibility was discussed. Gloria will write her giving her authority to apply for grant and to use the monies for EDS needs.

Deleading Notice- 80 Burrington Road. Deleading Report was reviewed and accepted.

20/22 Swamp Road- Realtor will be contact by BOH informing her of possible need for Title V and misrepresenting property.

24 Shawnee- Glen will send letter to new owners stating that the property has no Title V record.

Property on Corner of Basset and South Road on South Side- Bank owns and foreclosure auction up coming. BOH will contact realtor to explain property will need a Title V inspection within 6 months of transfer.

4-13-3 Dell Road- Complaint about abandoned trailer and truck and refuse near stream. BOH will send letter to property owner informing them they need to clean it up. BOH will give suggestion of possible solutions and potential buyer.

Meeting adjourned at 7:18pm

Respectfully submitted by
Charlie Cornish

Documents
Conflict of Interest Law
Archived Building Inspections
e-mails
Pumping Reports
Perc Test
Title V reports
Nurse's Report
Bill Schedule
EDS e-mail
Deleading Report