



Town of Mendon

18 Main Street
Mendon, MA 01756
(508) 634-2656

BOARD OF HEALTH MEETING MINUTES

Thursday – January 27, 2022 | 6:00 PM

In Attendance: Andy Fiske – BOH Chairman
Alan Greenberg – BOH Vice-Chairman
Tom Fichtner – BOH Member
Missy Kakela-Boisvert – Sr. Administrative Assistant to BOH

MINUTES APPROVED

By Board of Health on
NOVEMBER 02, 2022

Not Present: N/A

Meeting Location: [REMOTE VIA MICROSOFT TEAMS](#)

At 6:00 PM, BOH Meeting has been called to order by Missy Kakela-Boisvert. Missy takes rollcall with full Board in attendance. No other attendees are online at this time.

1st Item on Agenda *Discuss policy and procedure for expired septic plan*

Missy wants to discuss the Board of Health's Revolving Account that was discussed at the last BOH Meeting. Missy explains that the Revolving Account has a limit, anything over would go into the Town's General Fund. Missy talks about Septic Plans and the process of Application, costs, and expiration of plans.

Tom asks Missy, regarding the Revolving Account, what is the maximum amount allowed. Missy believes it is \$25,000 max and anything more, would require permission. Missy mentioned that her and Jody Kurczyk were unable to connect since the last BOH Meeting, but will let the Board know when a Date is confirmed.

Chairman Fiske says that if no changes have occurred to the Septic Plans, Housing, Environmental in anyway, if a resident were to request a 1-Year Extension after the previous 3-Year of the original plans were approved, then the Revolving Account would cover the costs that have not yet been applied. If anything were to have changed, then a re-application with the new/revised Plans and Full Fee would be required.

Chairman Fiske asks Alan for his thoughts. Alan is comfortable with the way it is right now. Initial Septic Application and Plans at \$450 is covered for 3 years. \$100 is the resident wants a 1-Year Extension after the expiration of the initial application. Alan feels that after 3 years, expenses would most likely increase and doesn't believe the \$100 is unreasonable. Alan hands it back to Chairman Fiske.

Chairman Fiske asks Alan on the scenario that if a resident passes the 3 years, and also passes the 1-year extension, should the resident pay the \$450 again, if nothing had been done from the original application process.

Alan would not be opposed to prorating the \$450 to a half rate, if that scenario were to happen, which would give them another 3 years. Chairman Fiske thanks Alan and asks Tom for his thoughts.

Tom agrees that costs would go up, and if getting close to the Revolving Account max, that an increase would be warranted. Tom wanted to confirm that Title 5 State Guideline is a max of 3 years, and also Local BOH could give a 1-year extension. Missy confirms that it is a Title 5 State Guideline.

Tom asks that past the 4 years from the original application from the resident, should the BOH ask the resident for another \$450 when they start the process again.

Chairman Fiske understands the scenario at hand, but believes if the process is starting from scratch, then \$450 should be paid again. Chairman Fiske states that it's the cost of doing business, but that is his opinion on the matter.

Tom asks if the resident is aware of the Septic Plan Process, Application Fees, and Expiration Dates. Missy says that it is stated in the Title 5 Code, but not specifically on the Form itself. Tom would like to have something that is signed by the resident that they are aware of the fee structure and application process. Missy suggests that once the Plans are approved, it would be written in on the Permit the expiration date along with the Extension guidelines. Entire Board is in agreement with Missy's suggestion.

Chairman Fiske asks the Board to confirm, that if after an approved extension has been expired, that the resident must reapply, with or without changes to the initial submission, that they will pay the \$450 again. Tom and Alan agree.

2nd Item on Agenda

Continue the process of reviewing and updating the private well regulations

Missy stated she had reached out to Tom Ryder and Tom has said he hasn't looked at them recently, but is having someone else take a look at them, but has nothing new to report. Chairman Fiske mentions to the Board that Tom had a lot on his plate with the restructuring of his job responsibilities and is extremely busy, but hasn't forgotten about that task at hand. Chairman Fiske decided to hold off on further discussion until Tom Ryder is available. Chairman Fiske moves on to next topic.

3rd Item on Agenda

Continue to discuss dumpster regulations

Chairman Fiske asks if there was anymore to be discussed as to the regulations. Alan mentioned that Daniel Markman had submitted a Draft for the Town of Mendon. Chairman Fiske asks Alan to talk about the submitted draft. Alan believes that the Draft covers everything he believes should be in the regulations and that it definitely covered possible problems, such a properly being maintained, properly labeled, and properly placed on a property. Alan hands it back to Chairman Fiske.

Chairman Fiske asks the question on enforcement if in non-compliance of the Town's Dumpster Regulations. Missy suggests putting something in the regulations to give authority to the Health Agent. Chairman Fiske also asks how the Agent would be paid. Missy suggested whatever Fees come in for the Permits, those would be used to pay the Health Agent. Chairman Fiske is good with what has been drafted and move forward. Missy stated before adopting the regulations, that the Statement of Purpose needs to be clarified. Missy asks Tom and Alan for their thoughts. Alan is looking to add in a Fee Schedule and any Penalty Fine Structure for non-compliance. Tom agrees with Alan to add those in and adopt them into the Board of Health Regulations. Missy will reach out to Daniel for these additions and have a new draft for the next BOH Meeting. Missy points out to the Board that the Dumpster Regulations will not need to have a Public Hearing or Advertise, as long as it's posted on the BOH Meeting Agenda for the adoption.

Chairman Fiske confirms with Missy that she will talk with Daniel on the proposed changes and to move on to the next topic on the Agenda.

Other topics discussed not on the Agenda:

- FoodCode Pro and HousingCode Pro training
 - Blackstone Valley Partnership Health Agents Danielle Edmands and Daniel Markman to attend
- Blackstone Valley Partnership Public Health Nurse
 - Job has been accepted – offered through a Grant
- Epidemiologist Vacancy
 - Job has been accepted – offered through a Grant
- Flu Clinic of 2021
 - Good attendance, but not as good from the previous year.
- VNA Funds and Covid-19 Updates
 - Funds have been submitted to Treasurer's Office
 - Missy waiting on latest Covid Numbers from Uxbridge
- Sharps Program
 - Missy to order more Sharp Containers
- EL Harvey with Municipal Dumpsters
 - Town Departments to pay out of their own budget for Trash Collection Services.
- Annual Town Report
 - Missy is currently working on final draft.
- Covid-19 Test Kits
 - Blackstone Valley Partnership to buy test kits and distribute out to the 8 participating towns.
- Public Water Supply Exceeding Standards for PFAS
 - Missy to confirm with Tom Ryder, but DEP to handle.
 - Missy suggests to add PFAS Testing to Well Regulations
- Dumpsters not permitted in Mendon
 - Junk Box
 - Red Box
 - Marchand Environmental
- Pink Bag Recycling Program
 - Still operating in Mendon

Missy asks Board to set next meeting date and to adjourn the meeting. Board agrees to meet on February 9, 2022.

Chairman Fiske calls for a Motion:

Tom Fichtner makes the motion to adjourn the BOH Meeting. Second by Alan Greenberg. The motion is passed.

Roll call vote: Fiske-Aye, Greenberg-Aye, Fichtner-Aye.

Meeting is adjourned at 7:11 PM