



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

BOARD OF HEALTH MEETING MINUTES

Tuesday – March 30, 2022 | 7:00 PM

In Attendance: Andy Fiske – BOH Chairman
Alan Greenberg – BOH Vice-Chairman
Tom Fichtner – BOH Member

Not Present: N/A

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

MINUTES APPROVED

By Board of Health on
NOVEMBER 16, 2022

At 7:00 PM, BOH Meeting has been called to order by Tom Fichtner. Full Board is in attendance. Tom reads the Open Meeting Law Extension. The Town Administrator for Mendon, Kim Newman is on the call and also Anne Mazar, Mendon Land/Energy Use Committee Chair & Mendon Community Preservation Committee Chair. Tom hands over the meeting to Chairman Fiske.

Chairman Fiske thanks Tom, and since Anne is on the call, to go out of order on the Agenda and have Anne speak about #3 on the Agenda first.

1st Item on Agenda Update on Hazardous Waste Day

Kim stated she has yet to hear back from Clean Harbors. She will call them tomorrow to try to get the information needed to get a scheduled date for service.

2nd Item on Agenda Scholarship Update

Alan states that Kim has modified the Scholarship Applications, and will submit them to the Schools Guidance Offices. Alan notes that the deadline for Scholarship Applications to be received is May 20, 2022.

3rd Item on Agenda Discuss funding Mosquito Flyer and Spring Town Cleanup Flyer

Anne says that the Towns of Mendon and Upton are doing a community clean up from April 23rd to May 1st. Anne would like to do a ½ Page Ad in the Town Crier, and Mendon would pay for half and Upton would pay the other half. Tom thanks Anne and asks Chairman Fiske for comment. Chairman Fiske said if there is money in the BOH Budget for it, go ahead. Chairman Fiske asks Tom and Alan for their thoughts. Tom and Alan are on board with doing it if the money is available. Anne also mentioned that the Mosquito Flyer, if the Board wanted to do another Flyer or possibly an Ad in the Town Crier. Anne said she'll get back in touch with the Board on the price difference. Chairman Fiske thanks Anne.

Chairman Fiske calls for a Motion to do the ½ Page Ad in the Town Crier:

Alan makes the motion that if the funding is available, that the Mendon BOH to pay for half of a ½ Page Ad in the Town Crier in the sum of approximately \$291.00 for the Community Cleanup. Second by Tom Fichtner. The motion is passed.

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

4th Item on Agenda Discuss BOH Support Staff Functions

Kim said that the position will close at the end of this month. She has over 35 applications. Kim will go through them and start setting up interviews. The goal is to hire someone by the end of April. Tom mentions that Jody from the Treasurer's Office said that Tracy, Treasurer's Assistant, would be providing some office support for the BOH.

5th Item on Agenda Tobacco Control Visit Update

Alan said he has been in contact with Joan Hamlett, from the Leominster Board of Health. Joan is currently working with the Town of Uxbridge doing their Tobacco Enforcement. Joan is interested in doing the services for Mendon. Since Joan was not able to attend tonight's BOH Meeting, she would like to be on the next scheduled meeting.

ITEMS NOT REASONABLY ANTICIPATED 48 HOURS PRIOR TO MEETING

Tom wanted to mention that he received an email from Braza Construction in regard to their Septic Installer's Application that they had submitted to the BOH Office. Tom did find the paperwork, and believes there was missing paperwork and the Insurance Certificate has expired. Chairman Fiske states that he believes that the person who the permit was issued to, has left Braza Construction, and that they don't have a person who is licensed to do the septic installations in Mendon. Chairman Fiske states that if the person is not licensed in Mendon to install septic systems, they can either supply 3 Licenses that are current from other towns for septic installations, or, they can take the Septic Installer's Exam, and if passed, can be issued a Septic Installers Permit. Tom thanks Chairman Fiske for the information and will reach out to Braza Construction on the status of their application.

Alan wanted to follow-up on the Pool Permit for 2 King Philip Path. He didn't know if the Pool Permit was acted on or if payment had been received. Chairman Fiske and Tom are not sure. Alan will double check with the Treasurer's Office on any payment.

Chairman Fiske said he received a call on his personal cell phone that was given out by 1 of Mendon's Inspector, Chairman Fiske asks the Board not to give out his personal cell phone number, as he would not give out personal cell phone numbers without prior permission.

Chairman Fiske asks the Board if a Perc Test Permit was issued for Eight Rod Road. Tom said he is not aware of a permit being issued out. Chairman Fiske would also like to come into the BOH Office and get some Job Permits printed out and do a correction for 1 of them already printed out.

Chairman Fiske says that a Certificate of Completion should be started by the Installer by obtaining the form from the BOH web page. After a D-Box replacement has been completed, both the Installer and the Inspector, Steve Donatelli, must sign the Certificate of Completion.

Tom mentions that Well Permits and Deep Hole & Perc Test Applications came in, and wondering what the process was for those. Chairman Fiske explains that an Engineered Plan is needed for the Well placement in comparison to the location of the septic system on the property. And the Application and Plan is sent to the BOH Engineer, Tom Ryder, for review and approval. Deep Hole & Perc Test get sent to Steve Donatelli for scheduling.

The Board has set its next meeting date for Wednesday, April 13th at 7 PM.

Chairman Fiske calls for a Motion to adjourn tonight's BOH Meeting:

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

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

Meeting is adjourned at 8:03 PM.