



**Chelmsford Board of Health
Minutes of the Board of Directors Meeting
Town of Chelmsford
50 Billerica Road, Room 102
Chelmsford, MA 01824
6:15 p.m., Monday, February 11, 2019**



Attending:

Officers: Annmarie Roark, Chairman
Nicholas Parlee, Vice Chairman
Eric Meikle, MD, Clerk

Staff: Sue Rosa, BSN, RN, Public Health Director
Carole McCaul, Departmental Assistant
Michele Grant, Public Health Inspector

Call to Order: Meeting called to order at 6:15 p.m. by Annmarie Roark, Chairman
Town Offices, Room 102

Approval of Minutes:

Upon Motion made by Annmarie Roark, seconded by Nicholas Parlee, it was voted unanimously to approve the minutes for the Board of Health Meeting for January 7, 2019 and January 29, 2019.

Outgoing Correspondence

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to accept the outgoing correspondence.

Incoming Correspondence

Upon Motion made by Eric Meikle, seconded by Nicholas Parlee, it was voted unanimously to accept the incoming correspondence.

Permitting

More discussions took place regarding domestic animal regulations and the required permitting process in particular composting chicken manure and the deep litter method.

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to accept the 2019 permitting process and applications for domestic animals.

New Business

A brief discussion took place to review Lifeguard Variance Regulations regarding chemical testing and the Certified Pool Operator's (CPO) responsibilities on pool chemical testing and to discuss the increase in the initial Lifeguard Variance Application Fee.

At this time there are not enough Certified Pool Operators (CPO) on site to be at the pool each day to do the four (4) times a day chemical testing as required by the State. The CPO will be responsible for training other people to do the chemical standards testing four (4) times per day. These results must be posted on the State Department of Public Health (DPH) required form. The CPO will sign off on these documents.

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to accept the updates made to the Lifeguard Variance Regulations and the Application Fee.

The following documents included:

Agenda, February 11, 2019

Minutes from January 7, 2019 and January 29, 2019 meetings

Monthly Reports for January 2019

Telephone Log / Miscellaneous for January 2019

Copies of Board of Appeals Memorandums

Various letters dated January 30, 2019 and January 31, 2019 sent to residents in violation of domestic animal regulations.

Various letters dated January 30, 2019 and January 31, 2019 sent to residents requesting a hearing on keeping domestic animal.

Final Notice Letters dated January 17, 24, 30 and 31 2019 sent to residents regarding compliance to sewer connection.

Letter dated January 24 2019 to resident regarding compliance to sewer connection.

Letter and fine dated January 24, 2019 to Dumpster Company for early morning receptacle emptying, 4:18a.m., in residential area

Memo dated January 29 2019 from Central Mass Mosquito Control Project regarding budget notification.

Two Asbestos Removal Notifications

Letter dated January 9 2019 from Sovereign Consulting, Inc. regarding remedial monitoring at 188 Princeton Street

Radisson Pool Logs

Letter dated February 4, 2019 to Board of Health from 25 Buckman Dr. regarding cease and desist harassment

Lifeguard Variance Regulations

Brochures and Flyers announcing upcoming health programs

Legal notice and newspaper articles

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to accept the documentations contained under Other.

Public Input:

The Public Input began at 7:04 pm where the residents asked questions and made comments on the chicken regulations, the permits and the process of waste composting. Annmarie Roark closed the public input at 7:29pm

Other:

Vice Chairman Nicholas Parlee inquired as to whether or not the Board of Health's sharps collection program is in need of updating. Health Director Sue Rosa responded that the current three (3) collections per year have been sufficient and continually successful.

Upon Motion made by Annmarie Roark, seconded by Nicholas Parlee, it was voted unanimously to adjourn the meeting at 7:30 p.m.

Next Scheduled Meeting: *March 4, 2019 6:15pm:*
Chelmsford Town Hall
Board of Health Office, Room 102