



**Chelmsford Board of Health  
Minutes of the Board of Directors Meeting  
Town of Chelmsford  
50 Billerica Road, Room LL02  
Chelmsford, MA 01824  
6:15 p.m., Monday, July 1, 2019**



**RECEIVED** 2019-09-18 11:17 AM  
TOWN OF CHELMSFORD PATRICIA E. DZURIS TOWN CLERK

**Attending:**

Officers: Annmarie Roark, Chairman  
Eric Meikle, MD, Clerk

Staff: Mark Masiello, Environmental Health Inspector  
Michele Grant, Public Health Inspector  
Carole McCaul, Departmental Assistant  
Sue Rosa, Health Director (*by remote*)

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

**Approval of Minutes**

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to approve the minutes for the Board of Health Meeting for June 3, 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 Annmarie Roark, it was voted unanimously to accept the incoming correspondence.

**Old Business**

A brief discussion was held regarding updates on the Chelmsford Mobil Mart including the required removal of products in a timely manner, proper paperwork, documentation, monthly inspections, fees and a refund. It was agreed to leave the deadline date for returning food items to the shelf as is to July 15, 2019.

**Old Business continued**

A brief discussion was held regarding the recent updates in the Chelmsford Board of Health Tobacco Regulations.

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to accept the Chapter 201 Regulations of the Chelmsford Board of Health Article Proposed revisions to the Board of Health Article XIV – Restricting the Sale of Tobacco Product Regulations adopted today, July 1, 2019, with an effective date of October 7, 2019.

Director Sue Rosa reminded the Board that due to the updates in the Tobacco Regulations, the Body Piercing Regulations will need to be recoded.

Upon Motion made by Annmarie Roark, seconded by Eric Meikle, it was voted unanimously to recodify the Chelmsford Board of Health Body Piercing Regulations so there is no conflict with the new regulations on the Sale of Tobacco Products.

**New Business**

Upon Motion made by Annmarie Roark, seconded by Eric Meikle, it was voted unanimously to nominate Eric Meikle, MD as Clerk of the Board of Health, Nicholas Parlee as the Chairman of the Board of Health and Annmarie Roark as Vice Chairman of the Board of Health effective immediately.

**The following documents included:**

Agenda, July 1, 2019

Minutes from June 3, 2019 meeting

Monthly Reports for June 2019

Telephone Log / Miscellaneous for June 2019

Copies of Board of Appeals Memorandums

One Asbestos Removal Notification

Letters dated May 21 2019 and June 4 2019 regarding Semi-Public Swimming Pools Weekday lifeguard Variance Applications.

Letter and Violation Ticket dated June 7 2019 for early trash removal

Email sent June 12 2019 to staff and counsel regarding ticket for early trash removal

Letter dated June 11 2019 to Chinese Bible Church of Greater Lowell regarding proper permits.

Memo dated June 18 2019 from Central Mass Mosquito Control Project regarding adult spraying mosquito control program for the month of July in Chelmsford

Well Driller documentation for Katrina Road

Notification received of fine dismissed March 4 2019 at Lowell District Court

Chelmsford Mobil Mart update

Chapter 201 Regulations of the Chelmsford Board of Health Article Proposed revisions to the Board of Health Article XIV – Restricting the Sale of Tobacco Product Regulations

**Other:**

The lakes have passed the water testing for the three weeks in June 2019.

Regarding the lakes, Michele Grant mentioned to the Board about an aeration unit that can be put into the beach water that helps aerate and move the water. Ms. Grant stated that this unit is very effective especially during the high heat season. This unit is put into the water tanks according to the Water Department to help circulate and aerate the water. Ms. Grant mentioned there may be grants available for this type of unit.

Annmarie Roark requested that Ms. Grant do some research on the product including research on a grant for these units and present this information at the next meeting.

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to accept Other business.

Upon Motion made by Annmarie Roark, seconded by Eric Meikle, it was voted unanimously to accept Carole McCaul's letter of retirement dated June 14, 2019 with a retirement date of October 4, 2019.

Upon Motion made by Eric Meikle, seconded by Annmarie Roark, it was voted unanimously to adjourn the meeting at 6:56 p.m.

**Next Scheduled Meeting:**     *August 5, 2019 6:15pm:*  
  *Chelmsford Town Hall*  
  *Board of Health Office, Room 102*