



**Chelmsford Board of Health
Minutes of the Board of Directors Meeting
Chelmsford Police Station
2 Olde North Road
CPD Training Room
Chelmsford, MA
6:15 p.m., Monday, January 7, 2019**



Attending:

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

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

Attorney: Paul Haverty, Town Counsel Blatman, Bobrowski & Haverty LLC

Call to Order: Meeting called to order at 6:15 p.m. by Annmarie Roark, Chairman
Chelmsford Police Station Training Room

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 December 10, 2018.

Incoming Correspondence

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

Outgoing Correspondence

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

Old Business:

Discussion took place regarding the current Regulations Governing the Keeping of Animals as it concerns to side yard hen houses. The intent is to permit residents who were permitted in 2018 and have their hen house on the side yard to keep their hen house where it is.

If the house gets sold, no side yard hen house will be permitted to the new owner. If the homeowner does not get a current permit for the year or is found in violation, the permit lapses and the hen house will not be permitted to stay on the side yard.

Otherwise compliance to the Regulations Governing the Keeping of Animals must be followed. Owner may need to screen the hen house and the run from street view and the Board may require fencing.

Upon Motion made by Annmarie Roark, seconded by Eric Meikle, it was voted unanimously to accept and approve revisions to paragraph 11 as it concerns to side yards in the Regulations Governing the Keeping of Animals.

Public Input:

The Public input began at 6:28 pm. Residents commented on side yard regulations and the cost of recommended plot plans.

The Board is very aware of the concern of the cost of the plot plans and are considering different options for what will be required for keeping domestic animals.

Due to cost, the Board will not require a certified plot plan this year but the Board will require a mortgage inspection plan or similar plan or a plot plan from when the resident purchased their home and they have documented where the coop and run are. A signature and date will be required from the resident stating that these documents are a true and accurate representation of the location of the coop, run and hen house.

Upon Motion made by Annmarie Roark, seconded by Eric Meikle, it was voted unanimously to suspend the enforcement of the certified plot plan for the 2019 chicken permits for everyone, however requiring submission of a mortgage inspection plan or similar plan or a plot plan or GIS map, whatever is acceptable to the Health Director with the coop and run accurately and truly situated on the plan and misrepresentation is grounds for denial of the permit or revocation of the permit.

The Public Input concluded at 7:25 pm.

The following documents included:

Agenda, January 7, 2019

Minutes from December 10, 2018 meeting

Monthly Reports December 2018:

Monthly Telephone Log, December 2018

Brochures and Flyers announcing upcoming health programs

Domestic Animal Regulations

Newspaper Article- Legal Notice December 20, December 27, 2018

Two Asbestos Abatement Notifications

Animal Bite Notification

Two emails to Board regarding animal regulations and certified plot plans

Copies of Board of Appeals Memorandums

Letter dated December 19, 2018 to E.L. Harvey & Sons, Inc. regarding noncompliance of Dumpster regulations.

Letter dated December 26, 2018 to TRS Joyce Realty Trust regarding noncompliance of Dumpster regulations.

Domestic Animal Regulations and Domestic Animal Permit Application

