

Sturbridge Board of Health
Meeting Minutes December 7, 2015

Present: Board Members: Robert Audet and Rich Volpe Health Agent Alyssa Rusiecki and Clerk Lynne Girouard

Absent: Linda Cocalis

Opened the meeting at: 5:30pm Bob Audet

Approval of Meeting Minutes:

Minutes review: November minutes in abeyance.

6&8 Cedar Pond Road, Sturbridge - Well Permit Variance(s)

In Attendance for the Well Permit Variance Request

Lynne Girouard and Paul Daniele of 8 Cedar Pond Road

The plan doesn't not meet the >15 Feet Property lines and >5 Feet from the dwellings

The offset between the two wells should be a 30 ft distance this plan is an 11 feet distance. The Agent feels that if there is a way to obtain a greater separation between the two proposed wells it would be better to ensure that they are not drawing from the same groundwater zone, and potentially impacting each other's well. Jalbert is not showing any alternative to the plan. Alyssa will discuss with Jalbert Engineering to see if there is another option.

In the event there is no other option, Richard Volpe motioned to accept the variance of > 15 from property lines and >5 ft from dwellings. Bob Audet 2nd the motion 2-0 All in favor

Budget Review:

The draft budget for the Board of Health and the Recycling Center/Landfill has been prepared by the Health Agent. Lynne Girouard the Administrative Clerk is currently seeking an increase to her current rate of pay She is currently at a Grade 3 Step 9 and has never been reviewed in the 10 years she has been at the current position and is asking for the boards support.

Alyssa also noted that Wendi is at a Grade 8 Step 2 and Judy Rask is at a Grade 2, and in addition to needing more hours, she feels that they also need to be upgraded for the type of work that they are performing.

Bob Audet motioned to support the upgrade for the Inspector and the Administrative Clerks. Richard seconded, APPROVED (2 – 0).

CVS

The Health Agent has reviewed the building plans for the new CVS under review at the Planning Board. She feels that CVS should continue to support a kiosk for unused drug take-back program at no charge, especially for those customers who are elderly and on a fixed income. Currently, there is a kiosk at the Police Department and it would be of great benefit to the community if CVS continued to support that effort.

Bob Audet will email his comments on this issue.

Southbridge Landfill Meeting

A member of the Southbridge Board of Health commented that the recent Tri-Community meeting regarding the Southbridge Landfill, but that was hosted in Sturbridge by the Sturbridge Board of Health on November 30th, 2015, was handled quite fairly.

Yankee Spirits – food handling

Yankee Spirits is currently hosting food sampling tables on the weekends at their Sturbridge location. The Board of Health had previously voted to require individual sampling cups used at all tables. The Health inspectors have noted that this procedure is not being followed and a reminder letter will be sent to the Corporate office. At the wine and champagne sampling table recently they used a bucket to spit into after the tasting. Alyssa and Wendi will follow-up on this to provide guidance and protocols for this issue in the future.

XTRA-Mart

The Agent reports that the Xtra-mart at 215 Charlton Road needs to provide a procedure on how they handle an emergency backup of the sewage into the building and/or malfunction of the sewage pump system. Alyssa is asking them to provide the BOH with the following contract information:

- Pump out at least 2X per year by a licensed pumper
- A contract with a licensed WWTP operator to inspect 4x a year
- Contract with a professional cleaning company to be on-call in the event of another sewage backup into the building.

Bob Audet motioned to follow thru with the conditions set by the BOH in order to maintain the system with reports submitted to the BOH office and no permit to be issued until contracts are received in office. Richard Volpe 2nd All in Favor 2-0

Local Septic Title 5 Regulations

The proposed Title 5 draft regulations will be re-advertised for an upcoming hearing. If any Board member has a question, they can email or call Alyssa to discuss; a draft summary has been submitted to the Board for their review.

Recycling Center/Landfill

1) Hazmat Personnel

Hazmat is requesting to have 3 names plus a chemist on a call down list when needed Needed in season on a monthly basis Chemist/ Manager/Laborers/Greeter. The “greeter” role should be incorporated into those laborers present. Alyssa discussed this with Brian Towns who has operated as the chemist since the facility’s opening. The Board will have to re-visit this in the future.

2) Capital Purchase

The compactor has not been purchased as of yet. John Booth told Alyssa that Greg is helping with paperwork to obtain bids for the project which will be completed sometime after the holidays. In the meantime, the rental cost is coming from the ‘purchase of services’ line item in our current budget.

Health Agent Report: See attached memo

Alyssa's 2015 Evaluation/Goals: The Board felt that Alyssa performed her goals satisfactorily for 2015. On one of the goals for managing old records, she has not been able to complete that project to its entirety because she has not heard back from the State Records Management Unit (request sent on November 18th and November 30th, 2015). The Board approved a 95% performance evaluation. Alyssa agreed and thanked the Board members for their continued support and guidance.

Next Meeting:

December 14, 2015 Title 5 Hearing

Meeting Adjourned at 6:55 PM (Lynne Left the meeting At 6:25pm)

Respectfully Submitted,

Lynne Girouard
Administrative Assistant

Approved: 1/4/2016 BoH Mtg
By: BA, RV