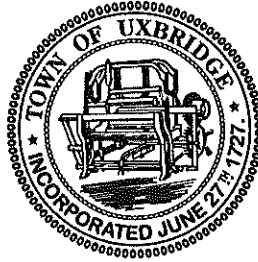


Michael Morrissette, Chairman
Dr. David Tapscott, Vice Chair
Dr. Joann Lindenmayer, Member
Nancy Centrella, Administrative Assistant
Dr. Kristin Black, Health Agent



TOWN OF UXBRIDGE
BOARD OF HEALTH
21 South Main Street, Room 204
Uxbridge, MA 01569
508-278-8600 ext. 8
boh@uxbridge-ma.gov

Minutes of the Uxbridge Board of Health meeting held on Wednesday, April 24, 2019 at 5:00 pm in the Board of Selectmen Meeting Room, 21 South Main Street, Uxbridge, MA

Present: Michael Morrissette, Chair, David Tapscott, Vice Chair, Joann Lindenmayer, Member
Also present, Kristin Black, Health Agent and Nancy Centrella, Admin. Assistant

Meeting called to order: The time being 5:00 pm and the meeting duly posted with a quorum present, Chairman Morrissette called the meeting to order.

Chairman Morrissette opened the Public Hearing

1. Revisions to Fee Schedule and payments for engineering services

The public hearing notice was posted in the Telegram for 2 consecutive weeks. Revisions were made to the Septic Fees only due to the newly appointed Septic Engineer/Title 5 Agent. Kristin went over the revisions in the fee schedule (attached). These fees are within the range of other surrounding communities.

Motion: David Tapscott moved to close the public hearing on the fee schedule changes. Joann Lindenmayer seconded and the motion was passed unanimously with a vote of 3-0-0.

Motion: Joann Lindenmayer moved to accept the revised Engineering Payment and Permit Fee Schedule as written. David Tapscott seconded and the motion was passed unanimously with a vote of 3-0-0.

2. Health Agent Title Change

At the March 28, 2019 Board of Health meeting, the Health Agent job description was reviewed and the Board discussed that the role/job description is best described as Health Director rather than Health Agent. Today's agenda item is for a formal vote to change the title of the current Health Agent, Kristin Black, to Health Director. Benefits and pay are to remain the same, and she will still be an "agent" to the Board of Health. Nancy will send a revised appointment letter to HR and the Town Manager informing them of the title change.

Motion: Joann Lindenmayer moved to change the Board of Health employee Kristin Black's title from Health Agent to Health Director. David Tapscott seconded and the motion was passed unanimously with a vote of 3-0-0.

3. Discuss revisions on current Animal Keeping Regulations

Joann is working with Larry Lench regarding the current kennels in town. She still needs to speak with Kevin Sullivan. This project is taking more of her time than originally anticipated. She hopes to have a draft ready to discuss at the next meeting.

4. Discuss revisions on current Well Regulations

David has found this project to be very complex. He hopes to utilize our intern, Shannon Gray, who will be starting on May 7th. She can help with the research aspect of the project. He has looked at some other towns, and there has been no consistency at all. He will have more to discuss at the next meeting.

Minutes of the Uxbridge Board of Health meeting held on Wednesday, April 24, 2019 at 5:00 pm in the Board of Selectmen Meeting Room, 21 South Main Street, Uxbridge, MA

5. Uxbridge Clean-up Day Re-cap

We had a fantastic turnout with over 140 volunteers to help clean-up the community. Families, various groups (Girl Scouts, Boy Scouts, Field Hockey team) and teams from establishments (Hannaford) all came out to help. Several food donations were made (Jumbo Donuts, Lackey Dam Dunkin' Donuts, Papa Gino's, Uxbridge House of Pizza & Hannaford). Koopman Lumber donated the trash bags and Tom Berkowitz donated the dumpster. The DPW Highway Dept. picked up all of the trash bags that were left on over 90 streets. It was a great combined effort with Bonnie Combs from the Blackstone Valley Heritage Corridor, Premeer Real Estate and Think Local Printing, who provided free t-shirts. There will be a "thank-you" article in the Uxbridge Times to all who took part in our successful day.

6. Update on Municipal Trash/Recycle Program

Kristin heard back from Counsel with a template of a draft RFP. She is in the process of preparing a draft for their review in the coming weeks. There is an article on the town warrant for a revolving account for this trash program if it were to move forward.

7. Expenditures in Other Regular Salaries for additional hours for Health Agent

There is an anticipated surplus of approximately 43 hours in the budget for this account. With the Board's approval, The Health Director and/or Food Inspector could work additional hours for the remainder of this fiscal year to use those hours. The Health Director will track the hours used. The Admin. account may also have additional hours, because there was a month gap between the previous admin. retiring and the new admin. starting.

Motion: David Tapscott moved to allow the Health Agent and/or Food Inspector to work additional hours for the remaining fiscal year provided the total hours billed does not exceed any budgeted salaries line item. Joann Lindenmayer seconded and the motion was passed unanimously with a vote of 3-0-0.

8. Expenditures in Professional Services & Admin. Office Supplies

With our new intern starting soon, we have a need for a desktop computer that can be purchased through our I/T Dept. Additional office supplies that would help our office to be more efficient include 2-3 small filing cabinets for under a desk or table, a low bookshelf and an office chair. We will do another walk through McCloskey School to see if there is anything we can use before we do any purchasing. Mike would like to see what our total budget balance is before the fiscal year ends. If we have enough, he would like to purchase some equipment for future clean-up days, such as sticks, bags, vests, etc.

9. Planning Board Projects (Elmdale, Rep. Steve O'Connell) – postponed to 5/22/2019

This project is currently in the review process with the Planning Board and the Conservation Committee, and we will discuss it further at our next scheduled meeting in May.

ADMINISTRATIVE

Approval of Meeting Minutes: 3/13/2019

Motion: Joann Lindenmayer moved to accept the March 13, 2019 minutes as written. David Tapscott seconded and the motion was passed unanimously with a vote of 3-0-0.

Approval of Meeting Minutes: 3/28/2019

Motion: David Tapscott moved to accept the March 28, 2019 minutes as written. Joann Lindenmayer seconded and the motion was passed unanimously with a vote of 3-0-0.

Minutes of the Uxbridge Board of Health meeting held on Wednesday, April 24, 2019 at 5:00 pm in the Board of Selectmen Meeting Room, 21 South Main Street, Uxbridge, MA

Approval of Meeting Minutes: 4/3/2019

Motion: Joann Lindenmayer moved to accept the April 3, 2019 minutes as written. David Tapscott seconded and the motion was passed unanimously with a vote of 3-0-0.

ANY OTHER MATTER THAT MAY LAWFULLY COME BEFORE THE BOARD

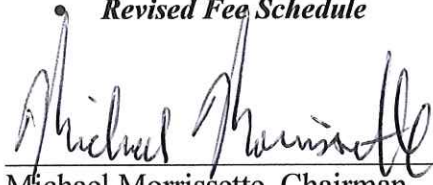
Joann announced that the Town of Uxbridge has been officially designated a Municipal Vulnerability Preparedness Community from the Executive Office of Energy and Environmental Affairs. We have also submitted an MVP Action Grant, and are awaiting the status. David announced that we will also be officially recognized as a Green Community at a ceremony that he will attend along with Susan Franz and some members of the RSC. Kristin asked David to present the warrant article regarding the revolving account for the municipal trash program at town meeting.

ADJOURNMENT 5:40 pm

Motion: Joann Lindenmayer moved to adjourn the meeting, David Tapscott seconded and the motion was passed unanimously with a vote of 3-0-0.

Attachments:

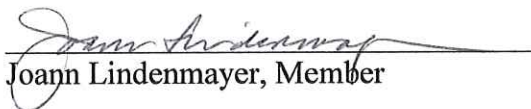
Revised Fee Schedule



Michael Morrisette, Chairman



David Tapscott, Vice Chairman



Joann Lindenmayer, Member

**UXBRIDGE BOARD OF HEALTH
FEE SCHEDULE (last rev. 11/15/16)**

	Current Fee	Current Adm. Fee	Current Engineering Fee	New Permit Fee to Resident	Proposed Admin. Fee (no change)	Proposed Engineering Fee	Increase to Engineering Fee	Increase to Permit Fee
HOUSING								
Inspection for Certificate of Dwelling	\$75			No change				
Re-Inspection after compliance period	\$50			No change				
WELL PERMITS								
Well Permit (drinking water)	\$75			No change				
Monitoring Well Permit	\$50			No change				
Decommission Well	\$50			No change				
MISCELLANEOUS FEES								
Late fee for permits received after due date	\$50			No change				
Non-compliance 1st Re-Inspection	N/C			No change				
Non-compliance 2nd Re-Inspection	\$75			No change				
Non-compliance 3rd Re-Inspection	\$100 or Revocation per agent			No change				
SEPTIC PERMITS								
Deep Hole - Percolation Test								
Residential - new or repair (2 deep hole/2 percolation)	\$275	\$50	\$225	\$300	\$50	\$250	\$25	\$25
Commercial/Industrial - (Minimum 2 deep hole/2 percolation test)	\$400	\$75	\$325	\$425	\$75	\$350	\$25	\$25
One Deep Hole or Percolation Test	\$150	\$50	\$100	\$250	\$50	\$200	\$100	\$100
Plan Review								
Residential - new or repair (2 reviews included)	\$225	\$100	\$125	\$300	\$100	\$200	\$75	\$75
Residential additional reviews	\$75	\$0	\$75	\$100	\$0	\$100	\$25	\$25
Commercial (2 reviews included)	\$400	\$150	\$250	\$475	\$150	\$325	\$75	\$75
Commercial additional reviews	\$150	\$75	\$75	\$175	\$75	\$100	\$25	\$25
Construction Inspections								
Up to 2000 gal/day - Single Family House (4 inspections)	\$300	\$50	\$250	\$350	\$50	\$300	\$50	\$50
Greater than 2000 gal/day - (Large System (4 inspections)	\$325	\$75	\$250	\$375	\$75	\$300	\$50	\$50
2000 gal/day - Pressure Dose (6 inspections)	\$450	\$100	\$350	\$500	\$100	\$400	\$50	\$50
Construction Inspections (components)								
Tight Tank (1 inspection)	\$100	\$25	\$75	\$100	\$25	\$75	\$0	\$0
Tank replacement (1 inspection)	\$100	\$25	\$75	\$100	\$25	\$75	\$0	\$0
D-box replacement (1 inspection)	\$100	\$25	\$75	\$100	\$25	\$75	\$0	\$0
Extensions								
Soils Testing	\$100	\$25	\$75	\$125	\$25	\$100	\$25	\$25
Plan Reviews	\$100	\$25	\$75	\$125	\$25	\$100	\$25	\$25
Review of site plans, subdivision review, other						\$125/hour		

****Example - Current price for permits for a single family home septic system, which includes Perc. Test, Plan Review & 4 Inspections, is \$800. The new price will be \$950. ****

****Motion: I move to accept the revised Engineering payment and permit fee schedule as written**