

**TOWN OF HEATH  
BOARD OF HEALTH**

Meeting Minutes  
April 4, 2018

**PRESENT:** Betsy Kovacs (Chair), Henry Godek, Susan Gruen, Armand Clavette, Tucker Jenkins

**ALSO PRESENT:** Mary Sumner BoH Clerk, Glen Ayres FRCOG

**Meeting called to order** at 5:33 pm

1. Review of **Agenda:** added under old business- 8 Swamp Road; under new business - 118 Rowe Road
2. M/S/C **Minutes** of March 21, 2018 meeting accepted as amended: 38 Bray Road add the total number of letters sent to owners; 3 Ledges add clarification about shed to bathroom without building permit.
3. **Chairperson Report:** Betsy urged members to attend upcoming MABH meeting on April 7, 2018 at the Blue Bonnet in Northampton.
4. **Heath Agent Update:** (Glen's retirement) Betsy is serving on the Search Committee to identify a replacement for Health Agent. The Committee is interviewing three candidates April 5.
5. **Board of Health Clerk update:** Mary gave a brief update on the Air BnBs: Joe Mercaldi put his house on the market so is no longer offering it on vrbo. One house was certified by Glen for air bnb.
6. **Budget:** Mary reported current balances of BoH line items are within budget. M/S/C to pay for the MABH costs associated with the Cannabis webinar Betsy recently completed, approximately \$38.00 and attendance at the upcoming April 7 meeting.

**Old Business:**

1. **Nursing issues and nurse's report:** Susan gave an update from Claire's monthly report.
2. **38 Bray Road:** Betsy recused herself and Henry chaired the meeting. Henry briefly reviewed the March 21, 2018 meeting with owners. At that meeting the BoH asked them to come up with a plan for the removal of the unregistered vehicles and trailers, and that they submit this plan to the BoH by May 2018. Mary reviewed the letter she is sending to them confirming our understanding that they will make a plan and submit details of that to the BoH in writing by May 2, 2018.
3. **#3 Ledges Road Update:** No new updates. BoH would like to keep moving forward on the septic issue. Mary will call the Housing Authority to see what steps need to happen next. Betsy will follow up with Cheryl to see if paperwork for the insurance was submitted. A member voiced concern over the number of dogs present at the property.

#### 4. Update on Health Agent enforcement issues:

- a. 594 Route 8A (*formerly known as 280 8A North*): Glen still needs to visit or contact owners. Briefly reviewed the history on this property of someone allegedly living in a camper year-round. Question over whether the BoH ordered a Title V to be conducted due to the strain on the septic system and if it was ever done. Susan Gruen reported that the Town Coordinator received an anonymous complaint of a sewage smell when driving by, Armand will go and see if he can smell any odors and report back to the BoH members. If there is a discernible smell, BoH will send a letter requesting owner to come to a BoH meeting.
- b. 444 Route 8A (*formerly known as 140 8A N North*) We still need to follow up with owners by letter asking them to clean up debris from demolished house. A demolition permit was not issued for this, but clean-up was a condition of building permit. Mary to work with Glen on wording and sending letter.
- c. 128 Taylor Brook Road- porta potty issue – waiting for documentation from owner.
- d. 148 Taylor Brook Road: this property has a failed septic. Glen will look in his files to see how they were going to fix/upgrade septic and follow up. Someone is living there year-round.
- e. 16 Waterfall Drive/160 Colrain Stage Road: Glen visited the property on 1/24/2018 and someone is living there. He called the owner, James Gleason, and left a message. Although this property has a Temp. Occupancy Permit, someone appears to be living in it year round with no water or septic. Glen will pursue further to meet with Gleason.
- f. 435 Route 8 A (*formerly known as 123 8A N*) Betsy gave the owner's contact information to Glen so he can contact them. The tax assessor told Betsy that the property title is in a confused state. We need to figure out who is living there, and who actually owns the property to see if the deed transfer or sale triggered a Title V. Glen will draft a letter to the owners and Estate Administrator for Mary to send.
- g. 6 Apache Drive: This septic failed two years ago; Glen to contact owner.
- h. 9 Ledges: No word on demolition, Mary will ask Danek for an update.
- i. 16 Ledges- still need to contact.
- j. 5 Ledges (Town owned property) The shingles from a back portion of the house are being sent out for asbestos testing.

Brief discussion that several of these properties have more issues than just those that can be addressed by the BoH. M/S/C for Armand, Tucker, and Betsy to meet with Chair of BoS to help work through these issues and decide a comprehensive plan of action that involves all Boards concerned for 594 Route 8A, 444 Route 8A, and 435 Route 8A to move forward on these ongoing issues.

k. 8 Swamp Road: Reviewed new e-mail correspondence. No action until after ZBA meeting on June 4, 2018.

5. **No-Smoking Regulation/Policy:** Glen reviewed the difference between a policy (directs procedures for the BoH) and a regulation (directs how Community behaves, is enforced by BoH). Brief discussion. Will research with BoS what already exists for Town properties. Action tabled till May meeting.
6. **Sale of Tobacco to Minors Regulation-** Was voted in on 8/2/2107 but due to changes in the Clerk position, a final copy was never printed out and signed by BoH. Mary will e-mail electronic copy to all for review and signatures at next meeting.

#### **New Business:**

1. **52 Avery Brook Road:** Betsy received a complaint on unregistered vehicles and trailers. Reviewed the letter being sent to invite owners to May 2, 2018 BoH meeting to discuss regulations and the need to comply. Noted this is a difficult time for family.
2. **24-26 Shawnee Drive complaint:** After research it has been determined this is really **37 Shawnee Drive**. After investigations by Glen and M. Herzig (Town Police Chief), it has been determined that a relative of the owner is living in the camper. Glen will send a letter to the owner of the property. Mary will give him the address/contact information.
3. **118 Rowe Road:** Glen reviewed the conversation he had with the land owner who needs to drill a well or refurbish an existing well to obtain a building permit. No further action needed at this time.
4. **51 Bray Road:** Reviewed initial complaint and request for public records. Not a BoH issue, no further action needed.
5. Susan recommended that the BoH members establish a **Priority list** of items for Glen to complete before his retirement on June 30. Briefly discussed several items, many of which are on our agenda. BoH members will create a list at next meeting.
6. Reviewed the “**Toolkit for Vacant and Abandoned Buildings**” created by Mary and Glen of FRCOG. There are limited grant funds available (Direct Local Technical Assistance Funding) on a first come first served basis from FRCOG to support BoH to establish a Working Group to deal with these properties. The money could be used to help get us organized, form task force and learn how to use tools in tool kit. M/S/C for Betsy to apply for this grant with the understanding that we will work on this project after we finish the camper trailer/unregistered vehicles issues.
7. **Cannabis Control** – a six-months moratorium was enacted at the STM on 3/27/18. Discussion of next steps for BoH. M/S/C to use the draft regulations from the Cannabis Control Commission as a starting point and for BoH members to meet two or three times in June to finalize the regulations.
8. Reviewed the Pets in Municipal Buildings Policy from the Board of Selectmen. Original policy was adopted March 2104, and BoS recently updated.

9. **Temporary Occupancy Permit**- reviewed final letter to all property owners. M/S/C to add wording about unregistered cars and General Bylaws. Mary will add and letters will be sent ASAP.
10. Trailer/camper at gravel bank on Route 8A- Betsy noted seeing it there and concern over its use. Glen will follow up with Tom Danek for further information.

Next BoH meeting: May 2, 2018

Meeting Adjourned at 8:00 pm

Submitted by Mary Sumner, BoH Clerk