

**Pepperell Board of Health  
January 24, 2012  
Meeting Minutes  
Town Hall Conference Room A**

Call to order: The Pepperell Board of Health was called to order at 7:00 pm, by Mr. Durno. He informed all present the meeting was being tape recorded.

Members Present: Alfred Buckley, Chairman, John Marriner, Member, Phillip Durno, Member

Members/Staff Absent:

Staff Present: Kalene Gendron R.S., Health Agent, Sandra Grogan, Board Secretary

Guests Present: Paul MacDonald, Nashoba Publishing,

Minutes to be approved: Mr. Durno made a motion to approve and accept the minutes of 12/20/2011 .Mr. Buckley seconded it. A vote was taken. All were in favor. Mr. Marriner made a motion to accept the minutes of 1/10/2012 as written. Mr. Durno seconded it. A vote was taken. All were in favor.

<b>Topic of Discussion</b>	<b>Relevant Discussion</b>	<b>Action taken</b>	<b>Vote taken</b>
<b>Correspondence:</b>	<ul style="list-style-type: none"> <li>• The Secretary asked the Board for approval to purchase a step stool for the office.</li> <li>• The Board agreed to the purchase of a step stool at Lorden Hardware in town.</li> <li>• Mr. Durno explained the office has a broken microwave and if Lorden sells microwaves, at a reasonable price to purchase one.</li> </ul>	Mr. Durno made a motion to accept the request and purchase of a step stool and microwave. Mr. Marriner seconded it.	A vote was taken. All were in favor.
<b>Correspondence:</b>	<ul style="list-style-type: none"> <li>• The Health Agent (HA) presented an annual license for Clark's Retirement Community Home Park. "In years past the permitting application received by the Board had been approved for 73 units, rather than the numbers of 73-83 units listed on the permit application for 2012" said the HA.</li> <li>• Mr. Durno said "he's not 100 percent on town sewerage yet.</li> <li>• The HA wants to make sure that the Board of Health (PBOH) gives him a license for the appropriate number of units in the park.</li> <li>• Mr. Durno said "We can give him a license for 73 units unless he can show us that he has the right to expand."</li> <li>• The HA will bring this permit to the next meeting.</li> </ul>	Mr. Marriner abstained from conversation as he is an abutter.	

	<ul style="list-style-type: none"> <li>The HA updated the BOH about 222 South Rd, the tenant and landlord are going to court, and she (HA) was also requested but she had been released to this point. The attorney is doing his best to keep the HA out of court. She will keep the Board members aware of the situation.</li> </ul>		
<b>Old Business: A</b> CEA – Reduction Letter	<ul style="list-style-type: none"> <li>A letter was drafted by Corporate Environmental Advisors, (CEA) in behalf of the PBOH, with their approval it will be mailed to the Department of Environmental Protection, requesting the elimination in the groundwater volatile organic compounds (VOC) testing. If approved this will be an additional cost savings in the landfill monitoring.</li> <li>Mr. Buckley signed the letter in behalf of the PBOH.</li> </ul>	Mr. Marriner made a motion to approve and send this letter to DEP. Mr. Durno seconded it.	A vote was taken. All were in favor.
<b>New Business: F</b> Review of FY 2013 Budget	<ul style="list-style-type: none"> <li>The Board discussed their fiscal 3013 budget request which includes a reduction in the Nashoba Associated Boards of Health (NABH) yearly assessment. This reduction of \$19,500.00 has been achieved by much effort put forth by Mr. Marriner.</li> <li>The Board members would like to increase the secretary's hours from 15 to 19 hours per week. This increase will cost approximately \$4,000 next year.</li> <li>The PBOH will be passing in a decreased budget of approximately \$15,000 below the current fiscal 2012 budget of \$81,862.00.</li> </ul>		
<b>New Business: G</b> Rabies Clinic	<ul style="list-style-type: none"> <li>A brief discussion ensued about the possibility of another local veterinarian running the rabies clinic.</li> <li>Suggestions of having each veterinarian run the clinic every other year were mentioned.</li> <li>A letter will go out to both parties asking if they can fulfill the obligation of what is involved in running a rabies clinic.</li> </ul>		
<b>Permits/Licenses:</b>	<ul style="list-style-type: none"> <li>Emerson Village permits: lots 6, 7, 8, 25, and 27, for new construction were approved by the Board.</li> </ul>	Board signed permits.	

Mr. Durno made a motion to adjourn the meeting. Mr. Marriner seconded it. A vote was taken. All were in favor.

Meeting was adjourned at 8: 45 pm

**Next Meeting:** February 7, 2012

Respectfully submitted by: Sandra Grogan, Board Secretary

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Alfred Buckley, Chairman

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John Marriner, Member

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Phillip Durno, Member