

## Carla Hitzenbuhler

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**From:** Rick Metcalf <[rmetcalf@nashoba.org](mailto:rmetcalf@nashoba.org)>  
**Sent:** Monday, March 20, 2023 1:38 PM  
**To:** Carla Hitzenbuhler  
**Subject:** [EXTERNAL] BOH Meeting minutes - 3/17/2023



Carla,

I took minutes during the 3/17/23 meeting. Please see below...

- Open meeting at 12:02pm.
- Present – Chris Nocella, James Le'Cuyer, Gavin Byars
- 1.1 – Recycling Committee Earth Day Update – Irene Congdon present and provides update on Earth Day and Town cleanup day. Earth Day will take place at the High School with many vendors already signed up. Expenses for the day include portable toilets, police detail, and shirts for the staff. Town cleanup day expenses include shirts and grabbers. Board seems OK with these expenses, which will still provide the Board with some revenue.
- 1.2 – Septic permits for review – 46 Spaulding St. – Upgrade of failing system. Requesting a 2' offset reduction between the bottom of the system and groundwater with use of the Presby system. Board reviews plan and Gavin Byars motions to approve groundwater reduction and the plan as submitted. James Le'Cuyer 2<sup>nd</sup>. Unanimous Approval. Board signs permit.
- 1.3 – Town Meeting Warrant Articles update – No update at this time.
- 1.4 – Performance Review Health Administrator – Chris Nocella distributes the review form that must be completed by all Board members. They will complete and bring to the next meeting.
- 1.5 – Future Agenda Items – Board reviews all items.
- Close meeting at 12:26. James Le'Cuyer motions. Gavin Byars 2<sup>nd</sup>. Unanimous approval.

Please let me know if you have any questions.

Best,

Rick Metcalf, R.S.  
District Sanitarian  
Nashoba Associated Boards of Health  
30 Central Ave.  
Ayer, MA 01432  
Telephone: (978) 772-3335  
Fax: (978) 772-4947  
Email: [rmetcalf@nashoba.org](mailto:rmetcalf@nashoba.org)