

Office of the
BOARD OF HEALTH

272 Main Street
Townsend, Massachusetts 01469

Chairman
James Le'Cuyer, *Clerk*
Office (978) 597-1713

Linda Johansen, *Vice-Chairman*

CH
Michelle Dold, *Chairman*
Fax (978) 597-8135

BOARD OF HEALTH MEETING MINUTES
January 14th, 2019 - ~~6:00 PM~~ *6:00 PM*
Meeting Room 2

1. PRELIMINARIES:

1.1 The meeting was called to order at 6:03pm Roll Call: Chairman James Le'Cuyer, Clerk Linda Johansen (LJ), Michelle Dold (MD) ~~(MD)~~ and Carla Hitzenbuhler (CH) were all present.

1.2 The agenda was amended as follows:

- 1.2.1 MRPC Update
- 1.2.2 450 Main Street
- 1.2.3 Minutes
- 1.2.4 Invoices
- 1.2.5 FY20 Budget Submission
- ~~1.2.6 Tobacco Update~~
- ~~1.2.7 Revenue Fees~~
- 1.2.8 Hauler Regulations
- 1.2.9 Adjournment

1.2 1.3 Rick Metcalf to meet with Town Council Wednesday; next update 1/28/19.

2.2 1.4 450 Main Street – **A MOTION was made by MD and 2nd by LJ to approve the septic upgrade for 450 Main Street – Voting 3/0 MOTION carries.**

2.3 1.5 Minutes of November and December 2018 were approved as written.

2.4 1.6 Invoices were approved as submitted.

2.5 1.7 **A MOTION was made by LJ and 2nd by MD to approve the FY20 Board of Health Operating Budget with a 4.5% increase to the Health Administrator position. Voting 3/0 MOTION carries. A MOTION to approve all other budgets as submitted was made by MD and 2nd by LJ Voting 3/0 MOTION carries.**

2.6 1.8 Joan Hamlett (JH) Leominster Tobacco Alliance Director met with the Board to give an update on state law changes. **A MOTION was made by LJ and 2nd by MD to approve a seventy-five (\$75) increase to tobacco permits for the next three (3) years effective 10/2019. Voting 3/0 MOTION carries.** Chairman JL requested to be kept up to date on the mint/methylene issue.

2.7 1.9 The Hauler regulations were discussed. Board would like to exempt contractor who is permitted with the town from these regulations. LJ asked for Town Council opinion.

2. A MOTION to adjourn the meeting at 7:23pm JL, MD approve 3/0.

Respectfully Submitted:

Michelle Dold

Board Member

Date *2-11-19*

3



Office of the
BOARD OF HEALTH

272 Main Street
Townsend, Massachusetts 01469

Chairman
James Le'Cuyer, *Clerk*
Office (978) 597-1713

Linda Johansen, *Vice-Chairman*

Clerk
Michelle Dold, *Chairman*
Fax (978) 597-8135

BOARD OF HEALTH MEETING MINUTES
January 28th, 2019 - 600PM
Meeting Room 2

1. PRELIMINARIES:

- 1.1 The meeting was called to order at 6:14pm Roll Call: Chairman James Le'Cuyer, Clerk Linda Johansen (LJ) (6:15), Michelle Dold (MD) and Carla Hitzenbuhler (CH) were all present.

2. APPOINTMENTS/HEARINGS:

- 2.1 Chief Rick Bailey and the Board discussed grant opportunities for a needle kiosk. They agreed the kiosk would be housed at the Police Station (if received) and for CH to apply for as many grants as she could find for this purpose. They also discussed how they could help inter-department fund this particular seed grant.
- 2.2 As built for 11 Squannacook have been received; waiting for recording. The office is still waiting for Town Council opinion on 122 South Row Road.
- 2.3 **A MOTION was made by JL and 2nd by MD to approve the following increases in fees: Upgrades for Title 5 \$50 vs. \$25; Well Permits \$40 vs. \$25, Dbox Upgrade \$50 vs. \$25, Transfer/Renewal \$25 vs \$50. Voting 3/0 MOTION carries.** The Board will discuss starting a title 5 inspection fee at their 2/11 meeting.
- 2.4 Hauler Regulations set for 2/11 meeting.
- 2.5 Waiting on Town Council review of 122 South Row Road.
- 2.6 Recycling Bylaw set for 2/11 meeting. A conversation took place regarding the recycling crisis to be continued.
- 2.7 Invoices were approved. More information is needed for water bottles.
- 2.8 FY20 Annual report approved as submitted.
- 2.9 Facebook Page pending BOH viewing.
- 2.10 Seminar requests pending.
- 2.11 CW gave update on OSHA training. Recycling Attendant OSHA 30 trained. MSDS sheets are at the Center and CH is ordering items needed per 1/23 training.
- 2.12 The Board approved meeting with the BOS on 3/5. Chairman JL requested an early start time.
- 2.13 The Board requested G.W. Shaw's to come to a meeting before 3/5 for discussion on recycling crisis.

3. A MOTION to adjourn the meeting at 7:42pm JL, MD approve 3/0.

Respectfully Submitted:


Board Member

Date

1/28/2019



TOWNSEND BOARD OF HEALTH

272 Main Street
Townsend, Massachusetts 01469

James Le'Cuyer, *Chairman*

Linda Johansen, *Vice-Chairman*

Michelle Dold, *Clerk*

Office (978) 597-1713

Fax (978) 597-8135

BOARD OF HEALTH AGENDA

Monday, January 28, 2019

Memorial Hall at 6:00 p.m. – Meeting Room 2

Styrofoam
Chawthorne Brook

1. PRELIMINARIES:

- 1.1 Roll Call
- 1.2 Additions or Deletions to Agenda Not Reasonably Anticipated by the Chair 48 hours in Advance of the Meeting

2. APPOINTMENT / HEARINGS

- 2.1 Kiosk for Needle Disposal – Grant update
- 2.2 MRPC Program Income Update
 - a. 9 Water Street Bedroom Deed Restriction – pending Town Council review
 - b. 11 Squannacook Terrace – As-Built/Deed Notice for recording
- 2.3 Septic and Well Permits - increases in Fees
- 2.4 Outstanding Items:
 - a. Hauler Regulations – Pending Town Council review
 - b. 122 South Row Road – Pending Town Council review
 - c. Recycling Bylaw – Pending Town Council review
 - d. Performance Evaluation Update – Pending Town Administrator update
 - e. Sharps Collection Kiosk – Grant Application Update

3. WORK SESSION

- 3.1 Invoices including Quote for Educational Water Bottles
- 3.2 2018 Annual Report
- 3.3 Townsend Board of Health Facebook Page
- 3.4 February 28th Boston Seminar, March 25th Framingham Seminar Requests
- 3.5 Recycling Center Update: Security Cameras and OSHA Training (1/23/19)
- 3.6 Future Agenda Items:
 - a.) Micro-blading Regulation
- 3.7 Adjournment



TOWNSEND BOARD OF HEALTH

272 Main Street
Townsend, Massachusetts 01469

James Le'Cuyer, *Chairman*

Linda Johansen, *Vice-Chairman*

Michelle Dold, *Clerk*

Office (978) 597-1713

Fax (978) 597-8135

BOARD OF HEALTH AGENDA

Monday, January 14, 2019

Memorial Hall at 6:00 p.m. – Meeting Room 2

1. PRELIMINARIES:

1.1 Roll Call

1.2 Additions or Deletions to Agenda Not Reasonably Anticipated by the Chair 48 hours in Advance of the Meeting

2. APPOINTMENT / HEARINGS

2.1 Program Income from the Montachusett Regional Planning Commission grant update:

a. ~~9 Water Street~~ – pending bedroom restriction recording in Registry of Deeds

b. ~~11 Squannacook Terrace~~ – pending Certificate of Completion

2.2 Smoking/Vaping Discussion

2.3 BOH Revenue Accounts Update – tobacco done Sept 11/28

2.4 450 Main Street – Septic Upgrade

2.5 Outstanding Items:

~~a.~~ 122 South Row Road – Pending Town Council review

~~b.~~ 23 Proctor Road – Final Update

~~c.~~ Sharps Collection Kiosk – Continued to April 2019

~~d.~~ Performance Evaluation Update – Continued pending TA response

3. WORK SESSION

3.1 Minutes November and December 2018

3.2 FY20 Budget Submission

3.3 Hauler Regulations

3.4 Townsend Board of Health Facebook Page – Continued to January 28, 2019

3.5 Recycling Center Update: Security Cameras and OSHA Training – Continued to January 28, 2019

3.6 Invoices

3.7 Future Agenda Items:

a.) Micro-blading Regulation (TBD)

3.8 Adjournment

Office of the
BOARD OF HEALTH
272 Main Street
Townsend, Massachusetts 01469

Chairman
James Le'Cuyer, *Clerk*
Office (978) 597-1713

Linda Johansen, *Vice-Chairman*

Clerk
Michelle Dold, *Chairman*
Fax (978) 597-8135

BOARD OF HEALTH WORK SESSION MINUTES
January 10th, 2019 - 630PM
Meeting Room 2

1. PRELIMINARIES:

- 1.1 The meeting was called to order at 6:33pm Roll Call: Chairman James Le'Cuyer, Clerk Linda Johansen (LJ), Michelle Dold (MD) (6:03pm) and Carla Hitzenbuhler (CH) were all present.
- 1.2 The Board discussed their recycling bylaw in more detail.
- 1.3 Chair JL stated he had given the Town Administrator his copy of the performance review for the Health Administrator the next day after it was distributed last fall.
- 1.4 CH updated the Board to the new OSHA regulations and reminded the Board James Latina is OSHA 30 certified.
- 1.5 The Board discussed meeting Monday with Joan Hamlett to discuss the vaping at the High School.

2. A MOTION to adjourn the meeting at 7:13pm JL, MD approve 3/0.

Respectfully Submitted:

Linda Johansen Date 4/1/19
Board Member

100

100

100

100



TOWNSEND BOARD OF HEALTH

272 Main Street
Townsend, Massachusetts 01469

James Le'Cuyer, *Chairman*

Linda Johansen, *Vice-Chairman*

Michelle Dold, *Clerk*

Office (978) 597-1713

Fax (978) 597-8135

BOARD OF HEALTH AGENDA

Thursday, January 10, 2018

Memorial Hall at 6:30 p.m. – Meeting Room 2

WORK SESSION

1. PRELIMINARIES:

- 1.1 Roll Call .
- 1.2 Additions or Deletions to Agenda Not Reasonably Anticipated by the Chair 48hours in Advance of the Meeting
- 1.3 Recycling Bylaw Update
- 1.4 ***Performance Evaluation Update – Minimal Update at this time***
- 1.5 ***Recycling Center: Key Update, Security Cameras and OSHA/Hoister training – Minimal Update at this time***
- 1.6 ***Vaping and Smoking in Restaurants/Bars – Minimal Update at this time***
 - a.) ***Joan Hamlett will be discussing in more detail at the 1/14/19 meeting at 630pm as she cannot attend tonight's session.***
- 1.7 Adjournment

1700

○

○

○