

CHARLEMONT BOH MINUTES-TOWN HALL
October 26, 2011

MEMBERS PRESENT: Chair-Earl Bowen, Rob Lingle, Trice Hyer and Lisa Hutchins

Others Present: Win Healy, Glen Ayers

1. Meeting called to order 7:35 PM
2. Noted that last meeting on October 12, 2011 did not take place due to a lack of a quorum.
3. Reviewed and approved minutes from August 24, 2011
4. Reviewed and approved minutes from September 21, 2011
5. Reviewed and approved minutes from September 28, 2011
6. Note, received letter from the Attorney General's Office to Norma Coli.
7. Discussed having Carlene contact Leah from FRCOG to obtain filing cabinets for the Board.
Note to put a list together of needed supplies to send to Leah.
8. Received an email request for a building permit sign-off. Noted that Earl Bowen will call Paul and get it signed off.
9. Noted that Glen Ayers discussed putting a packet together and filing everything about Mohawk Park PWS in a file.
10. Glen Ayers discussed the As-Built from Brian Dupree. Noted that Glen will do a final inspection and will be looking for As-built drawings and signatures from the installer and designer.
11. Discussed email about Neal Lear's well. Noted that Robert Lingle did a visual inspection of well. The Board will send him a letter and provide him with a New Well Application.
Motion Made by Rob Lingle to follow recommendation that the well be abandoned and that Neil needs to find a new source of water. Seconded by Earl Bowen, approved unanimously.
Motion Made by Earl Bowen to have Glen Ayers take care of the matter with any paperwork to get a new well application and to write a letter. Trice Hyer seconded.
12. Discussed email from James Cerone to have the Board bring Glen Ayers to inspect for more violations at 122 Main Street.
Earl Bowen made a motion to have Glen Ayers meet with James Cerone to do an inspection at 122 Main Street. Seconded by Robert Lingle, approved unanimously.
13. Discussed Guidelines for a cooperative Planning Grant. Presented to the Board, then to the Select Board to be signed off. Noted, need to respond by November 18, 2011.
Motion made by Earl Bowen that the Board recommends to present to the Select Board to approve the plan for the FRCOG to pursue FCPHS Grant. Seconded by Robert Lingle, approved unanimously.
14. Win Healy discussed Reporting Protocol Document for Rabies written up by Select Board.
Wants consent from the BOH to agree to put it up on Web site. Noted that Glen Ayers will provide PDF pamphlets to put up on website.
Motion made by Earl Bowen that the Board accepts the Town of Claremont's protocol for Rabies that the Select Board wrote to go on the website for the public. Seconded by Robert Lingle, approved unanimously.
15. Discussed with Glen Ayers MGL Chapter 111 Public Health Procedures, Outside Employment Consultants, and Private Well Rights.
16. Glen Ayers also discussed an FDA Grant.
17. The Board received a new food inspection form from Glen Ayers.

18. Discussed with Glen Ayers his update on Draft Definitions. Noted, will pick a day in January to discuss BOH regulations and adopting policies.
19. Glen Ayers announced that he would be inspecting Woodland Park again in the next couple of days.
20. reviewed mail/email
21. Received several Pumping Reports.
22. Received Perc Test for 39 Vincent Road
23. Received Building Inspection Reports.
24. Received notice of the Charlemont Academy from DEP, abandoned source.
25. Received As-built from Brian Dupree 171 Route 8A
26. Received and discussed Public Record Request from Norma Coli dated September 27, 2011. Noted as this is not a request for a public document there is no action required.
27. Discussed and reviewed Open Meeting law complaint of 9/8/11 that referred back to complaints to March 9, 2011 and April 11, 2011.
28. Discussed Tower road complaint. Note to follow up.
29. Received two notice of loss to buildings documents.
30. Meeting adjourned at 10:17 PM

This document is a draft until approved and signed by the Charlemont Board of Health

LIST OF DOCUMENTS

October 26, 2011

1. Agenda from October 26, 2011
2. September 21, 2011 signed minutes
3. September 28, 2011 signed minutes
4. August 24, 2011 signed minutes
5. Building permit sign off
6. Letter to Norma Coli from Attorney General's Office, 10/12/11
7. Email from Neal Lear about Well
8. Email from James Cerone 122 Main Street 10/26/11
9. Frequently asked questions about proposed Franklin County Cooperative Public Health Service at the FRCOG
10. Email from Win Healy 10/5/11 Rabies Protocol from Select Board
11. Chapter 111 Public Health
12. Model Regulations for Private wells
13. Draft Regulations for Outside Consultants
14. Draft Policy for a uniform Food Inspection Program
15. Town of Charlemont Food Establishment Inspection Report form
16. Standard 4: Uniform Inspection Program
17. 7 Pumping reports
18. Perc Test-39 Vincent Road
19. Building Inspection Report for October
20. DEP report, Academy of Charlemont, 8/26/11
21. 171 Rt 8A As-built
22. Public records Request from Norma Coli, September 27, 2011.
23. Response letters to Attorney Generals office 10/3/11, 10/19/11
24. 2 Notice of Loss to Buildings