



# Tyngsborough Board of Health

**Town Hall**  
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**Sheila Perrault, Chairperson**

**Bernadette Harper – Vice Chairperson**  
**Steve Berthiaume**

**Christopher Mellen**  
**Tracie Looney**

## **Board of Health Meeting Minutes** **August 12, 2013**

**Members Present:** Christopher Mellen (CM), Tracie Looney (TL), Bernadette Harper (BH), Steve Berthiaume (SB)

**Also Present:** Kerri C. Oun (KO) – Health Agent, Dariza Chan – Administrative Assistant, Matt Waterman – Landtech Consultant

### **6:08 Meeting Opened:**

**BH:** Made motion to open meeting  
**TL:** 2<sup>nd</sup> the motion  
**Vote:** all in favor

### **6:10 Meeting Minutes:**

**BH:** Made motion to accept meeting minutes from June 10, 2013.  
**CM:** Second the motion  
**Vote:** all in favor

**6:15** CM commented on the Meeting Minutes on the Tyngsborough website not being up to date. He noted that most boards are not up to date and would like the BOH's June minutes to be uploaded by the end of September. CM also noted that the BOS meeting minutes are up to date.

### **6:20 Housing Authority**

KO reported that Housing Authority is asking for BOH to waive the \$400 fee for the site evaluation. BH wanted to know what was the policy in the past. KO said that BOH has to pay MW to do inspection. MW said that he was not aware of BOH waiving fee since he worked for BOH.

BH- Made the motion to postpone decision until Health Agent get more info past policies regarding waiving the fees. The decision will not postpone the necessary inspections requested by Housing Authority.

**SB-** 2<sup>nd</sup> the motion  
**Vote:** all in favor

**6:20 Flu Vaccines**

KO- Flu Vaccine supplies will be delivered on 8/19 or at the latest, a week later. KO said that Dr. Bown has not been feeling well. If Dr. Bown cannot be the Health Care Consultant for BOH, BOH will need to find a new doctor as a Health Care Consultant and for standing orders.

**6:25 104 Middlesex Road**

Frank Serafini, owner, was present to give Board update on plan to connect to sewer system.

KO reported that the office has not received pumping record. She called the septic pump company and they said they did not have any records on file which was very odd and lady who answered the phone asked KO to call after hours and speak to the owner, which she did and left a message.

Mr. Serafini claimed that the back lot is all cleared and is ready for digging of trench. Have a contract with CSI to do the design and has given them \$1,500 deposit. They want to do their own elevation with a new engineer. Ready to go to planning board to get a house on the lot. There will be 2 stubs for each lot.

MW questioned about the gravity.

Mr. Serafini claimed gravity is not an issue and it will be done properly.

MW recommended that they not wait for the other house to be finished for connection.

Mr. Serafini claimed that it will cost \$23,000 connection fee and \$18,000 tank.

SB questioned the pumping records.

KO said she called the company and they said it has been pumped but has no records.

Mr. Serafini said that there are 2 engineering companies and 1 excavating company that are involved in project.

BH made motion for the owner(s) to come back to the next meeting to update the BOH on sewer connection and provide an engineered trench design and pump record.

CM 2<sup>nd</sup> the motion.

All in favor.

**6:45 Olive Garden**

Steve Blaise, manager of Olive Garden, was present on behalf of Olive Garden to update the Board on repair of the septic system. He reported that Geoff Robillard is no longer with Darden and Mike Mallory is overseeing the project. Darden decided not to go with sewer because they said that it may take too long and they cannot wait. Mr. Blaise gave Board time line and phases of the project. The contractor will be back on site next Wednesday. Tank is expected to arrive on Thursday.

MW- talked to contractor and contractor has place holder for tank.

Mr. Blaise said that pumping has been done every week because there was a minor breakout. He expected that shovel is going in the ground on the 15th of August.

MW will be on site when cranes are involved and bigger tanks are involved.

Board asked Olive Garden to come back to the next meeting to update the Board.

**7:00 Trash and Recycling Violations**

DC reported on numbers of complaints and trash not being picked up when the trash toter lid is not fully closed. The numbers of violations and calls came down after the first couple of weeks. Calls from angry residents went back up when trash company did not pick up

trash toters with only bags and red strings hanging out. DC apologized to resident for trash not being picked up and the trash truck will not go back to pick up trash. KO noted that DC handled most angry calls by herself because KO was on vacation for the first 2 weeks after the trash policy went into effect. DC had to send some of the angry calls to the Administrator's office. Administrator office and BOH office gave the residents the same message and that the truck will not go back to pick up tagged toters. SB was able to come in one day to help handle calls and Diana Keohane (DK) was also able to come one day. Administrator's office sent letters (drafted by recycling and boh) to residents who were in violation of toters not being fully closed. DC now has been sending letters to all residents who have been in violation. Residents were advised to purchase overflow stickers. DPW has put up signs to advise residents that overflow stickers are also being sold at farmers' market. SB requested banner and canopy for farmers' market. KO said that BOH office has canopy that the recycling subcommittee can use. Recycling subcommittee will buy the banner.

**7:40 Health Fair**

TL asked Board to run Health Fair which is on same day as 5K race on Sunday, Nov.4th, from 9am-2pm. She will not be able to participate in the Health Fair because she will be doing the 5K. CM will do all the calls as he has done in the past to all the sponsors. SB will help.

TL- Made the motion to participate in the Health Fair.

SB- 2<sup>nd</sup> the motion

Vote: all in favor

**7:55 DEP Technical Assistant Grant for Greater Lowell Tech Cafeteria**

DK was present to request BOH to submit technical grant on behalf of Greater Lowell Tech High School (GLTHS). GLTHS is going to build a new cafeteria and need to meet the food waste ban.

SB- made motion to submit grant on behalf of the GLTHS.

CM- 2<sup>nd</sup> the motion

Vote: all in favor

**8:00 Business Card**

SB requested business card. KO had spoken to Town Administrator who advised her that it is up to individual Board whether to issue business card to individual member. BH has concerns how it is perceived if individual members has business card.

CM: made motion to continue decision until next meeting.

TL: 2<sup>nd</sup> the motion

Vote – all

**8:05 Meeting closed.**

Respectfully for the Board of Health,

Dariza Chan

Administrative Assistant