**Brimfield Board of Health**

**Meeting of November 5th, 2019**

Board Members Present: Chair Richard Costa, K. Marino, M. Polack and T. Wood

Present: Administrative Assistant Michelle Metcalf, Health Agent & Food Inspector Jamie Terry

Guest: Mike Doyle Selectmen

The meeting was called to order at 6:34 PM

**New Business:**

* **Abandoned Housing-**

Health Agent shared with the board information regarding an older abandoned housing initiative from a training she went to in 2009. A few weeks back the Brimfield Selectmen had a meeting regarding abandoned houses in Brimfield with the town administrator of Palmer. Health Agent J. Terry explained the housing initiative to the board. She said that typically the BOH, Building department and Tax collector all work together. This abandoned housing initiative is adopted in larger cities with full time personnel and would be difficult to implement in smaller communities. This would be especially true with part time staff. Additionally, implementation of an initiative like this could become a financial burden for the homeowner. Typically, the BOH does not go looking for issues, and merely investigates complaints that come into the office. The board opted not to pursue this type of initiative at this time with limited staffing.

* **Animal Inspector- Selectmen Mike Doyle**

M. Doyle wanted to discuss with the board about both Police and the Board of Health overseeing Animal Inspector and ACO. The board felt that it would be difficult to manage the inspectors with 2 departments overseeing the inspector. The board wants to continue with the way it has been and that the animal inspector should stay under the Board of Health with it being a health issue and the town being an agriculture community.

**Health Agent:**

* **105 Haynes Hill- 3 Bedroom Repair**

J. Terry presented plans to the board from Green Hill Engineering for a 3 bedroom repair. The engineer requested a 1 foot groundwater offset variance. K. Marino made a motion to approve the 1ft groundwater variance M. Koprowski second this motion and vote was unanimous.

* **196 Wales Road- Property- Condemned**

Health Agent J. Terry inspected the property due to the tenants complaint of the condition of the property. Inspection of the property was done on October 22, 2019 and due to the uninhabitable conditions the home was condemned. Both the property owner and tenant were sent a certified letter with the violations of the stated health codes violations. Pictures were taken at the time of inspection. The tenant has already moved out of the home due to the conditions. The property owner has not contacted the office to request a hearing.

* **Paige Hill Lot #1- New 3 Bedroom**

J. Terry presented plans to the board from Green Hill Engineering for new construction of 3 bedrooms no variances were requested. The property is currently in chapter land. Health Agent J. Terry asked if the board would give her the ok to approve the plans once the property is approved by the other Boards and is out of chapter land. Board ok for Health Agent to approve the plans and not to bring the plans back to the board.

* **60 St. Clair- Update**

J. Terry updated the board on the system from the board of health meeting on 10/16/19. There are still several issues with the septic system. The driveway is narrow and the septic tank is slated to be placed underneath the driveway. There is no room to move it as there is a utility pole off to the side.

* **37 East Hill- Update**

J. Terry updated the board on the system from the board of health meeting on 10/16/19. Since the meeting two abutters have come in and expressed concerns on the property. One of the abutters states that the soil placement is allowing water and soil to run onto the woods on his property.

* **New System**

J. Terry asked the board about new systems not being installed in the winter months. The Title 5 code stated that it is up to the discretion of the Health Agent. J. Terry asked if the board wanted to follow the code for Title 5. In the past the board didn’t allow new systems to be installed from Dec 1st until March 1st. The Board agreed that they would leave it up to the discretion of the health agent.

**Other Business**

* **Water Test**

M. Koprowski review the water test all acceptable levels.

* **Payroll Review**

Board reviewed Payroll for Warrant #8, 9

* **Minutes-**

M.Koprowski made a motion to approve minutes as amended second by M Polack. The vote was unanimous.

Meeting adjourned at 7:22 pm

Respectfully submitted,

Michelle Metcalf

Administrative Assistant

Next meeting will be held December 3rd, 2019

List of Documents

Abandoned Housing

Animal Inspector

105 Haynes Hill

196 Wales Road

Paige Hill Lot#1

Routine Inspections

Water Test

October 1st and 17th 2019 minutes

Warrant Review #8, 9

2019 Recycle Figures

MHOA training Health Agent

New File Cabinet for Office