

BOARD OF HEALTH MINUTES

Meeting Held at the Houghton Building on **March 10, 2020** at 6:00 PM

Members Present: Scott Powell, Member and Christopher Rogers, Member

Also Present: Kristen Zina, Health and Permitting Assistant

*Minutes approved during BOH meeting, via Zoom on 4/14/20**

Call to order: C.Rogers motions to open the meeting at 6:04pm, S.Powell 2nd's motion

Minutes reviewed for:

- **C. Rogers moved to approve the minutes of January 28, 2020, S, Powell 2nd. Motion passes 2/0.**

Mail Reviewed:

Action/Discussion:

Interim Chairman for the Board of Health

- Since C. Slade is out, C.Rogers will take over as the Chairman of the Board of Health
- C.Rogers approves KZina to sign letters on his behalf
- **Annual Report 2019 - Review**
 - **CRogers and SPowell approve report**
- **Trash Haulers Licenses**
 - Fee stays at \$100 for renewals
 - KZina to start process of renewals
- **Coronavirus Updates**
 - 3/10 Gov Baker declared State of Emergency
 - Review of total numbers in state
 - CRogers spoke Jim Garreffi on 3/10 regarding Coronavirus and steps recently taken
 - What happens when a citizen calls in with questions?
 - Refer to BOH website first
 - If more information is needed, contact NABH
 - Practice due diligence with the situation – hand washing, stay home when sick, follow guidelines
- **39 Mill Pond Road** – Legal auction on 2/27. BOH has not issued occupancy
 - Follow up with Bill on sending letter
- **74 Oak Trail** – removed water filtration, letter issued
- **15 Quail Run** – approved bldg. permit
- **6 McNulty Road** – do we have someone to serve letter, use berlin address

Building Permits Reviewed:

- **191 Fox Run Road** – Bathroom Renovation (B. Brookings approved 2/13/20)
- **4 Deer Path** – Finished Basement (B. Brookings approved 2/13/20)
- **82 Moderator Way** – Occupancy Sign Off (B. Brookings approved 2/19/20)
- **28 Goose Pond Path** – Occupancy Sign Off (B. Brookings approved 2/26/20)
- **118 Moderator Way** – Board of Health Review, New Construction (B. Brookings approved 2/26/20)
- **120 Moderator Way** – Board of Health Review, New Construction (B. Brookings approved 2/26/20)
- **79 Moderator Way** – Pool Installation (B. Brookings approved 2/26/20)
- **14 Houghton Farm Lane** – Finished room in attic (B. Brookings approved 2/26/20)

Septic Permits Reviewed:

- 34 Fox Run Road – permit extension request
 - Hold to next meeting
- 133 Vaughn Hill Road – upgrade permit
 - Hold to next meeting

Inspections reviewed:

- 107 Berlin Road
- 75 Spectacle Hill Road
- 93 West Berlin Road
- 78 Drumlin Hill Road – **hold to next meeting, fees has not yet been received.** Kzina to send letter reminding fee is due.

C. Rogers moved to adjourn the Board of Health meeting at 6:44pm, S.Powell 2nd. Motion passes 2/0.