

**Minutes of the Carlisle Board of Health
June 11, 2013**

Present: Board members Jeff Brem (Chairman), Catherine Galligan, Vallabh Sarma, Bill Risso, and Donna Margolies; also present Linda Fantasia (Agent).

The meeting was called to order by the Chairman at 7:05 pm. at Carlisle Town Hall.

ADMINISTRATIVE REPORTS

389 River Road – Certificate of Compliance has not been issued; additional fees not yet paid (\$500); owners were sent an invoice. The Board asked that the invoice also be submitted to the Building Inspector if an Occupancy Permit is required.

Tobacco Grant Project Coordinator – Terry Curran, Masters in social work student, was hired and started work today. She will attend and report on Housing Seminar in Worcester on 6/29/13; staff the Old Home Day Booth; contact other housing agencies; and create short smoking survey; she will meet with BOH 7/16/13.

Middlesex Tick Task Force – The Board reviewed a landscape article prepared by Concord’s intern. It will be published in the Mosquito.

BU School of Public Health Intern – Frances Lu; she is working on teen worker safety for Old Home Day under a DPH grant; she also attended an Emergency Preparedness Table Top Exercise with Fantasia and will meet with BOH 7/16/13. Her main project is preparing community health statistics for the town but she will continue to work on teen safety educational materials.

Old Home Day Booth - Information will be provided on Teen worker safety by Frances Lu; Lyme Disease (Board of Health); Risks of Smoking (Terry Curran).

BILLS – Galligan reported that the bills included the annual Animal Inspector Stipend, mileage for the agent, and a payment of \$264 to help cover some of the additional time donated by the Tick Bite Prevention film producers, Sam Kruger and Kester Kruger. This will close out the CHNA grant funding. Galligan asked how the Board wanted to split the May engineering bill (\$3045.10) since there would not be enough remaining from the additional \$4500 supplement provided by Fincom. There is also a \$675 bill from the well inspector. The Board agreed it was important to use the supplementary funding to cover engineering as much as possible without causing an overrun in the operating account. The Board decided to split the May engineering costs (\$675) from the BOH account and \$2370.10 from the 53 E. The Well Inspector will also be paid from the 53E. This will leave a small balance in the BOH account which will be returned to the General Fund.

It was moved (Galligan) and seconded (Risso) to approve the bills as discussed. Motion passed 5-0-0.

DISCUSSION ITEMS

Summer Farmer’s Market – Jessica Montague, market manager, was unable to attend the meeting. She had forwarded a list of potential vendors. All of the vendors selling prepared foods are licensed. A Carlisle resident is asking for a Residential Kitchen Permit. Fantasia will do the inspection. The Board had agreed to only charge the market \$10 for a seasonal summer license in order to help the market keep costs down and encourage this type of activity.

It was moved (Risso) and seconded (Margolies) to issue a license to operate to the Summer Farmer’s Market for the hours and dates requested. Motion passed 5-0-0.

Year End Budgets – as mentioned above, the Board is confident that it will now end the year within the supplemental budget. The revolving account is doing much better as a result of the new fee schedule which reflects actual costs better. Technical Consulting Group has been very cooperative in reducing management costs to about

25% of the engineering costs. Benfield Farms has agreed to an hourly billing rate of \$145.00 to cover inspections and reports during the installation work. The invoices will be submitted monthly to the property manager.

Medical Marijuana – Margolies has volunteered to be the Board’s liaison to the subcommittee organized by the Selectmen to study the issue. The subcommittee has not yet met.

338 Bedford Road (Goff Property) – the Carlisle Housing Authority (CHA) has asked for comments on a draft Request for Qualifications. Since many boards were not meeting prior to the deadline, CHA will accept comments at any time. The Board was uncertain about the scope of the work and why it included a possible expansion of the leaching area for the school’s wastewater treatment plant. This would require extensive soil investigation. Brem agreed to check with CHA.

Soils Workshop – Brem and Risso attended the course taught by Peter Fletcher and hosted by the town. Brem said the course was very educational particularly on determining high groundwater. It was an advanced class. The classroom instruction was followed by field work the following day.

Fines/Fees – Brem spoke with new town counsel Tom Harrington. Revenue from fines must go into the General Fund. The Board agreed this was reasonable since the town covers legal costs. When there are past due engineering costs, a fee is better than a fine since the fee goes to the revolving account.

There was no further business. Meeting voted to adjourn at 7:50 pm.

Respectfully submitted,

Linda M. Fantasia,
Recorder