

BOARD OF HEALTH

Minutes of Meeting of November 22, 2011

Board members Carol Bradford, Linda Huet-Clayton, Chairman McNamara, Robert C. Leupold, Health Director and Michele Korman, Health Coordinator were present in the DPW conference room at 7:55pm. and the meeting commenced at 8:00p.m.

1. Minutes of Meeting of October 4, 2011 were approved as amended.
2. Invoices were approved
3. Correspondence was reviewed and included the following:
 - (a) Accounting spreadsheet: Monthly statement, October 2011=FY '12
 - (b) Accounting spreadsheet: Trust funds, October 2011= FY '12
 - (c) Accounting spreadsheet: Special revenues, October 2011= FY '12
 - (d) Accounting spreadsheet: General fund revenues, October 2011= FY '12
 - (e) DPH memo: Cancer Incidence in Massachusetts, 2004-2008 City & Town supplement
 - (f) Bay State Community Services memo: tobacco-free partnership program launched
 - (g) Woodward & Curran memo: Discharge Monitoring Report- Permit # 4-23, Sudbury Facility- Raytheon- September 2011
 - (h) The Beacon newsletter: October 2011
 - (i) The Beacon newsletter: November 2011
 - (j) Selectman memo: Notice of Public Hearing: Applicant: First Colony Northwood, LLC.- site plan modification- townhouse units- Northwood @ Sudbury
 - (k) 2011 barn inspections
 - (l) Dept. of Public Works memo: October 2011 inspection report: Sand Hill Sanitary Landfill, 20 BPR, Sudbury
 - (m) Selectman memo: Site plan decision: TD Bank, 407 BPR, Sudbury: November 1, 2011

**8:00pm Appointment: Chuck Katz/Michael Sullivan
Rugged Bear Plaza:
Septic system expansion for food service**

Mr. Katz and Mr. Sullivan have asked the Board of Health for permission to expand the septic system located at 410 Boston Post Road for food service. Also they have asked that the Board of Health revise their 1994 law that restricts the number of seats (nineteen) allowed for restaurants in that location.

Mr. Katz: Is asking for the Board's permission to withdraw the original stipulation put forth that the 410 Boston Post Road site:

- (1) Could only be used at office/retail space

- (2) Limit any potential business to 19 (nineteen) seats
- (3) Bagel shop proposal asking for occupancy for 50 (fifty) seats
- (4) Sub-service testing conducted at site found that there would be potential for expansion to 50 (fifty) seats at 20 gls. per day
- (5) If seat count were to be increased, there would be a need to evaluate parking for proposed bagel shop

Chairman McNamara: An increase of seating to 50 (fifty) seats would require a septic expansion, including additional perc and deep hole testing

RCL, Health Director: A separate system is ideal for restaurant usage

Mike Sullivan: Grease traps would be incorporated into plan for restaurant expansion

RCL, Health Director: 1800 sq. foot of retail space would need to be designated for restaurant.

Chairman McNamara: Made a motion to lift restriction from Board of Health February 15, 1994 approving request for 19 (nineteen) seat coffee bake shop. Grant permission of septic plan to submit to the Board of Health for a 50 (fifty) seat restaurant for approval. Will allow owner to design and submit plan for a 50 (fifty) seat fast food service restaurant. Linda Huet-Clayton, Member: seconded motion, Carol Bradford, Member, agreed to motion. Motion granted.

Flu Season:

- The flu clinic for seniors that was held at the Senior Center had 50 (fifty) seniors show up
- 50 (fifty) doses of vaccine was given to Beth El to be used at their free clinic
- Some of the flu vaccine that the Board of Health has received will have to be sent back to the Department of Public Health

MRC (Medical Reserve Corp.)

- No upcoming meeting(s) have been scheduled at this time
- Chairman McNamara: made a suggestion that MRC meeting dates/times should be made in writing to members
- Carol Bradford, Member: Discussed having a re-badging clinic, possibly sometime in January.

FY 2013 Budget:

- The FY '2013 budget process has started
- Budgets are due to the Board of Selectman by December 12, 2012
- There will be preparation for 3 (three) separate budgets:
 - (1) Non-override
 - (2) FIN/COM level budget with a 3% increase
 - (3) Required Departmental budget

- A 3% increase is being proposed for level service, which will be more than adequate for the Board of Health
- Although, the Board of Health would still not be able to hold a Household Hazardous Waste Day for Sudbury residents
- Salaries: there would be a proposed reduction in the non-clerical line item
- There has been no decision yet on pay increases

Miscellaneous:

- \$100.00 fee for Trash Hauler's
- \$50.00 fee for Outdoor Wood Boiler

Chairman McNamara voted to establish these fees, which are to be payable at the time of Application. Vote approved.

Meeting Adjourned: 8:35pm

Respectfully submitted: Michele Korman, Health Coordinator