

## **Board of Health Meeting Minutes**

**September 27, 2017**

**Community Center**

**7:00 pm**

The Board of Health meeting opened at 7:00 pm. Present: Jay Schwab, Chair; Ken Zoller; Vice Chair; Luba Raynus; Chuck Levine; Beverly Anderson; Jim Andrews. Also present: Linda Dubin; Kathy McIsaac; Valerie Kafka; Alice Hui; Wen Hui.

The Board reviewed the minutes of the July 19, 2017 meeting. The minutes had been approved at the August Board meeting, and since a quorum of those present at the July meeting was present to vote at the August review of the minutes, the vote was approved.

The Board reviewed the minutes of the August 17, 2017 meeting and no changes were made. Zoller moved to approve the minutes, Levine seconded, and all voted in favor.

Anderson reported that the owner of 62 South Main Street had initiated installation of the septic system according to Jim Andrews, who noted that the system would likely be finished on September 1, 2017. The Board decided not to continue the hearing originally scheduled.

Anderson reviewed ongoing concerns regarding trash pick up at a dumpster 5 Post Office Square in Sharon. After consideration of the report, the Board asked Anderson to draft a letter to be sent to the owner of the site requesting submission of a plan to contain the trash and maintain the area surrounding the dumpster. She was further asked to notify the owner that a hearing would be held at the October meeting of the Board of Health if no plan or resolution to the problem had been received by the Health Department.

The Board asked Anderson to review the Health Department report. The subject of complaints regarding indoor air quality at the Council on Aging was discussed in the report. Andrews suggested that floor drains in the building be sealed off as they connect to the septic system, and might be the source of the odors reported.

A hearing requested by Mr. Steven Benoit was not held as he did not appear to make an appeal regarding his installer's license.

Alice Hui requested that the Board of Health allow her to go forward with plans to finish an attic in a building she owns at 64 South Main Street. She indicated that she would use the attic to store papers, files and other materials related to her business, and that the finished attic would not be used as a bedroom or sleeping area. She also noted that she would include such a notice, i.e., that the attic area could not be used as a sleeping area, in the lease for the building. Board members agreed that a deed restriction on the property would not be appropriate. Schwab motioned to have the Health

Administrator write a letter of understanding to Ms. Hui noting that the Board was aware of her plans to finish the attic area, and that the room would not be used as a sleeping area. Raynus moved to amend the first motion to have the Health Administrator sign the letter instead of members of the Board of Health. Zoller seconded the motion and all voted in favor.

The Board asked Anderson and Andrews to provide them with a definition of a “bedroom” from local Sharon regulations, Title 5, and the housing code.

The Board and Anderson discussed the proposed health assessment of the town. After some discussion, the Board asked Anderson to identify a framework for the assessment and develop a list of priorities for the assessment based on staff input and a review of health issues in the town.

The Board heard from three residents who use the Council on Aging frequently on their concerns about indoor air quality there. Anderson reviewed Health Department actions to date and outlined possible follow up steps.

Anderson notified the Board of Health of her intent to request a reclassification of a staff member’s position with the Health Department. The Board asked her to contact the Personnel Board and to provide materials for the October 18, 2017 scheduled meeting. A closed meeting will be scheduled following the regular October Board of Health meeting.

The Board identified November 15, 2017 for a meeting.

Schwab motioned to adjourn the meeting; Raynus seconded the motion; all voted in favor to adjourn the meeting. The meeting ended at 8:40 pm.