

BOARD OF HEALTH MINUTES
November 1, 2010

Marie O'Rourke, Chair called the meeting to order at 7:00 p.m. Also in attendance were Robert Reader, Vice Chair, Sandra Giroux, Secretary, Fred Kenyon, Daniel Kane, Richard Berube, Director, and Joanne White, Recording Clerk.

ACCEPTANCE OF MINUTES

Mr. Kane made a motion to accept the Meeting Minutes of October 4, 2010 as presented. Mr. Kenyon seconded. So voted unanimously.

CORRESPONDENCE

Mr. Berube stated that he had received a memo from Edward Giroux, Chair of the General By-Law Review Committee. The General By-Law Review Committee has been meeting periodically since July 2010. The Committee is in the process of reviewing the General By-Laws and is looking for input from the various Department Heads and Committee Chairs. If any of the Board Members has any information that they would like to bring to the attention of the committee you can submit the information to me and I will forward it to the committee. Mr. Berube informed the Board Members that he would provide them with the email address so that they could send the information directly to the committee.

Mrs. O'Rourke asked what kind of information are they looking for.

Mr. Berube replied they are looking for input, questions, any additions or changes to the General By-Laws.

Mrs. O'Rourke commented that she thought the General By-Laws were reviewed a couple of years ago.

Mrs. Giroux stated that the General By-Laws are reviewed every five (5) years. The last time they were reviewed Dave Gaglardi was the chairman.

BOARD OF HEALTH BUSINESS

Health Department Activity Reports

Mrs. O'Rourke stated the next item under Board of Health Business is the Health Department Activity Report.

Mr. Berube explained that he would start with Angela Braun's report. The Health Department received a complaint from a resident regarding recalled Tylenol that was on the shelves at Walgreen's, 446 Boston Road. Angela Braun checked out the complaint and there was no Tylenol on the shelves. Billerica Wastewater Division reported to the Health Department that the Boston Road sewer line in the vicinity of Emerald Rose and Newtown Grille was clogged with grease. An inspection of the Newtown Grille revealed that their grease recovery system was not being maintained. A one hundred (100) dollar fine was issued. The Emerald Rose has an exterior grease trap and the unit is being pumped by Windriver Environmental, however their records are inconsistent. The Health Department issued a Notice of Violation and Order for Correction to the Emerald Rose and the Newtown Grille regarding the maintenance of their grease traps similar to the order that was issued to KFC/Taco Bell. Both establishments will be required to pay the cost of cleaning the sewer lines.

Mrs. O'Rourke asked do both establishments have an acceptable grease trap.

Mr. Berube replied the Emerald Rose has an exterior grease trap. The Newtown Grille has a grease recovery system like the Big Dipper because they do not have the area to install an exterior grease trap. The problem is mainly due to the poor maintenance of the grease traps.

Mrs. O'Rourke asked could Newtown Grille put an exterior grease trap in the lot where the cars are parked.

Mr. Berube stated that he did not think that was possible because of the way the sewer line comes out of the building right onto Boston Road. They need to increase their maintenance and pump out the grease traps more often. We will work with the two (2) establishments and continue to monitor the situation.

Mrs. O'Rourke asked if the staff in the Health Department is cross-trained to cover for each other in case one of the agents is out for a long period of time.

Mr. Berube replied that cross training has been done. We have also been attending classes so that we would have experience in all aspects of Public Health in order to fill in for each other. I have cross trained Angela to do some of my functions and Phavy can do a limited amount of my work.

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Because we have limited staffing, if anyone is out for a long period of time some things may not get done. If someone is going to be out for a long period of time we may have to explore other options.

There was a power outage at Friendly's Ice Cream, 510 Boston Road on October 1, 2010. A motor vehicle hit a telephone pole in front of the property causing the power outage. Angela has performed a total of forty-three (43) inspections and re-inspections. Java's Brewin is doing much better. Angela will continue to do routine inspections. Pedro's Fine Latin Cuisine on the Middlesex Turnpike is open.

Mr. Kenyon asked did Friendly's lose any of their products.

Mr. Berube replied that they moved their product to another Friendly's, which was a good idea because of the extended time that they had lost power.

Mr. Berube explained that Health Agent, Phavy Pheng investigated twenty-six (26) new complaints in the month of October. Seven (7) of the complaints were for illegal dumping. There were thirteen (13) noise complaints relating to Empire Recycling. We encouraged Empire Recycling to work with the Condo Association at Swanson Meadows to address these complaints. Empire Recycling has soundproofed their building. They are also looking to purchase a second bailer so that they can reduce the number of hours they work.

Mrs. O'Rourke asked if Empire Recycling planted the buffer of trees when they built the building.

Mr. Berube replied that Swanson Meadows planted the trees and installed the fence.

Mrs. O'Rourke stated that she thought that Empire Recycling was supposed to install the fence and plant the shrubs.

Mr. Berube explained that when Empire Recycling was looking to add on to the existing building part of their plan was to build the sound barrier and plant the shrubs. However, the Planning Board denied their request.

Mrs. Giroux asked why did the Planning Board deny Empire Recycling's request.

Mr. Berube replied that he did not recall. Maybe the Planning Board thought there may be more problems down the road if the approval was granted.

Mr. Berube explained that there have been three (3) new housing complaints.

Mrs. O'Rourke asked if Phavy went to court for 78 Pinedale Avenue.

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Mr. Berube replied that Phavy went to court for 78 Pinedale Avenue today and the case was continued because the judge was not present and the attorney for the owner of 78 Pinedale Avenue was not present because he was having surgery. The owner continues to have the system pumped out periodically and is turning the receipts into the Health Department. I have talked to Town Counsel about this and we are hoping to settle this case soon.

Mrs. O'Rourke asked does the owner plan on connecting to town sewer when the subdivision is built.

Mr. Berube replied when the subdivision is built it will provide him the opportunity to connect. It would a more cost effective approach. The occupant is hoping that the subdivision goes through because that is what he would like to do.

Mrs. O'Rourke asked Mr. Berube if he could explain to the Board what took place at the Massachusetts Health Officer Association (MHOA) Conference that the Health Department attended.

Mr. Berube explained that the MHOA annual conference was held in Springfield, MA. At the conference Angela attends classes related to food and Phavy attends classes related to nuisances such as air quality and housing and we network with other health agents. We also earn credits for Continuing Educational Units (CEU) to maintain our credentials. Before we go to the conference we usually discuss what classes each one of us will attend. When we come back we share the information amongst ourselves.

Mr. Reader asked what is going on with 32 Sheridan Street.

Mr. Berube explained they are still in temporary housing. Mr. Berube explained that he has spoken with Mr. Williams, the owner of 32 Sheridan Street and put him in touch with someone from FEMA. Mr. Williams is going to appeal his insurance claim, which hopefully will have a positive outcome for him.

Mrs. O'Rourke stated didn't he get money from the insurance company and FEMA.

Mr. Berube replied he did receive some money but it is not enough for him to rebuild his house.

Mr. Berube explained that the last report is from Christine West, the Public Health Nurse. Christine continues with Communicable Disease Reporting, walk in blood sugar testing and lead testing for children. Christine is currently scheduling the flu clinics. The first flu clinic that was held on October 19, 2010 at the Council on Aging went very well. Approximately 450 residents received the flu shot.

Mrs. O'Rourke asked if Christine West works with the nurse at Shawsheen Valley Technical High School.

Mr. Berube replied that Shawsheen Tech works independently.

Flu Clinic Schedule Update

Mr. Berube explained that the Town Employees flu clinic will be held on November 3rd and 4th in the Board of Health Office. The flu clinic for all Billerica residents ages 19 and older will be held on Saturday, November 6th at the Town Hall Auditorium from 9-12 noon. Mr. Berube thanked the Department of Public Works (DPW) for providing the lighted message boards on Boston Road to advertise the flu clinic for residents. Christine West along with Carole Butze held a flu clinic in each of the schools for grades 4-12 only. Some of the students under the age of 9 will need 2 doses and they will be encouraged to see their own Pediatricians or contact the Board of Health Office to schedule an appointment with Dr. Guyetsky at the mini clinic.

Approval of 2011 Board of Health Meeting Calendar

Mrs. O'Rourke stated the next item is the approval of the Board of Health Meeting Calendar for 2011. Mrs. O'Rourke asked if any of the Board Members had a problem with the calendar.

Mr. Berube suggested that a change be made to the January 3rd 2011 meeting. Mr. Berube suggested that the meeting be changed to January 10th, 2011 because of the holiday season.

Mr. Kenyon made a motion to accept the 2011 Board of Health meeting calendar with a change of the January 3rd 2011 meeting be held on January 10th 2011.

Mrs. Giroux seconded. So voted unanimously.

Water Conservation Committee Update

Mrs. O'Rourke stated the next item is the Water Conservation Committee Update.

Mr. Kenyon explained that back in August 2010 the Drought Management Task Force found conditions warranting a Drought Advisory. As of October 15, 2010 the Drought Advisory warning is still place. The ground water is nine (9) inches below normal and the streams and rivers are flowing at a reduced rate. The biggest concern is fire danger because dry soil conditions can allow fire to burn deep and spread rapidly to large areas along with the need for the water to fight the fires. Billerica is out of the mandatory water ban. There is a major concern for towns that have wells because they need heavy rain before a frost occurs. If they do not get a good rain the water will not be able to go into the ground to replenish the wells.

Mrs. Giroux asked what is considered a good rain.

Mr. Kenyon explained that according to the Drought Advisory we need nine (9) inches of rain before a frost. There are one hundred seven (107) communities covered by this Drought Advisory. Mr. Kenyon explained the water rates from August to October.

Tobacco Control Services

Mrs. O'Rourke stated the next item is the Tobacco Control Services.

Mr. Berube explained that Health Agent, Angela Braun and myself met with Ron Beauregard, the Director for Healthy Communities Tobacco Control Program, to discuss educational training for tobacco retailers. The collaborative involves twelve (12) communities with Andover being the host town. We have made arrangements for the program to provide educational tobacco control inspections for the retailers in Billerica. There will be no enforcement it will be strictly educational. We would like to take advantage of this opportunity to join the Healthy Communities Tobacco Control Collaborative because the town has not had an opportunity for educational training in a long time. If the Board is in agreement we are going to pursue joining this tobacco control program in the next fiscal year.

Mrs. O'Rourke asked the Board Members if they have any objection to joining the Healthy Communities Tobacco Control Program.

Mr. Kane asked is there a cost associated with this program.

Mr. Berube replied no, this program will be funded by the state.

McFarland Cascade Progress Report

Mrs. O'Rourke stated the next item is McFarland Cascade Progress Report.

Mr. Berube explained that in the Boards package is a copy of the e-mail from Robert Fitzgerald, McFarland Cascade's attorney. GZA on behalf of McFarland Cascade has submitted a Response Action Outcome (RAO) Report to the Department of Environmental Protection (DEP). In addition, they submitted a Release Abatement Measure Plan (RAM). It is my understanding that they came up with this RAM plan at the request of the property owner. Initially they had no intention of doing any soil remediation however they have changed their mind. I went through this plan and it seems to be just a token effort. DEP has received a copy of the RAM plan. I have contacted DEP and they are in the process of reviewing the RAO report as well as the RAM plan and they intend to talk to GZA regarding both of these reports. Once DEP has reviewed both these reports they will contact me. We all agree that McFarland Cascade did not do enough testing on the property to justify this outcome.

Mrs. O'Rourke asked the Board Members if they had any questions regarding McFarland Cascade.

Mr. Reader asked who is going to be in charge of this plan.

Mr. Berube replied that the order is still outstanding. McFarland Cascade will be looking for some kind of closure and the Board is not going to agree that everything is alright until we are confident about what has been done. If necessary we might have to take some further actions against McFarland Cascade.

Mr. Reader asked if the plan might start some time this week.

Mr. Berube replied they are only talking about removing forty (40) cubic yards, which is nothing. I reviewed the plan and it does not indicate what area the soil will be removed from.

Mr. Reader asked who will inspect what they are doing. Will someone from DEP be present?

Mr. Berube replied that no one from DEP will be present to oversee the plan. The licensed site professional that is working for McFarland Cascade will be present to oversee the plan.

Mrs. Giroux asked if DEP can require that more work should be done.

Mr. Berube replied that when the RAO plan was introduced there was no indication that any kind of soil removal was going to be done. Enough testing had not been done to evaluate the health risk. I will be visiting the site to see what is going on. Then I will follow-up with DEP as well. I will have more information for the Board at the next meeting. Mr. Berube stated that a copy of the RAM plan can be emailed to the Board Members for review.

OfficeMax Progress Report

Mrs. O'Rourke stated the last item under Board of Health Business is the progress report from OfficeMax.

Mr. Berube stated that at the last meeting OfficeMax agreed to work out arrangements for a new location. They have entered into a three (3) year agreement with the owner of the property at 16 Progress Road where they were previously located.

Mrs. O'Rourke stated in the email OfficeMax states that they will be fully operational at their new location by January 31, 2011.

Proposed Plan for the Superfund Site at Iron Horse Park

Mr. Berube explained that there will be a hearing for the Proposed Plan for the Superfund Site at Iron Horse Park on Tuesday, November 9, 2010 at 7:00 p.m. at the Town Hall Auditorium. The plan shows what has been accomplished and what they plan on doing. The Environmental Protection Agency (EPA) is proposing some alternatives and are seeking input from the residents and the general public.

7:15 p.m. Raytheon Company – 495R Billerica Avenue – Request a Waiver of Regulations for work within the Flood Plain

Mrs. O'Rourke stated the first hearing is Raytheon Company, 495R Billerica Avenue, requesting a Waiver of Regulations for work within the Flood Plain.

Mr. Gray showed a plan of the Former Lowell Ordnance Plant for the Board Members and any interested parties to review.

Jonathan Hone, Raytheon Company identified himself. Mike Gray, GZA GeoEnvironmental identified himself. Dr. Sami Fam, ESI Innovative Environmental Solutions, Inc. for Raytheon Company identified himself. Mr. Gray stated that he would present the information. Mr. Gray explained that we are doing some additional work at the former Lowell Ordnance Plant. Mr. Gray explained the location of the plan. The plan is to install additional wells and do additional remediation on the site. The area that we are going to be working in is with the two hundred (200) foot riverfront area and the wells will be installed within the two hundred (200) foot buffer zone to the river. It is a pilot study to address the remedial applications for cleaning up some of the groundwater, which has historically been impacted by all sorts of manufacturing on the site. The work that we plan on doing involves four (4) wells. Two (2) extraction wells and two (2) injection wells and there will also be a trailer mounted system that is going to amend the groundwater that is extracted from the wells. One well will be used for the extraction of groundwater, a second well will be used to re-inject groundwater and two (2) wells will be used to inject additives to promote natural biological microbes to treat groundwater impacted by chlorinated hydrocarbons. It is a small-scale study at this point to see if it will address some of the historical contaminants that are in the ground. We are doing this work under the Massachusetts Contingency Plan (MCP). We appeared before the Conservation Commission last week and received approval. Mr. Gray asked the Board Members if they had any questions.

Mr. Kenyon asked Mr. Gray if a study was done in this area before.

Mr. Gray replied we have been here before for other investigative work and installed the monitoring wells at that time. This is part of a long-term study to address the residual contamination through remedial programs at various areas on the site. This entire area falls within the Town of Billerica

Mr. Kane asked will there be any hazards associated with the water that will be re-injected.

Mr. Gray replied there should not be any hazards associated with it. The way the system is set up, it is going to be extracting and injecting so there will be a circulation loop.

Dr. Fam explained that the water will be pumped out and re-injected in. We have tried other technologies on the site. There are a number of contaminants on the site. This is another technology that we are trying out. This is a good area to try this pilot study. We are expecting the work to go on for approximately six (6) months.

Mr. Gray explained that this is a biological process to enhance the micros to naturally breakdown the contaminants.

Mr. Kane asked are the additives biological in nature.

Dr. Fam explained the additives and the treatment process used.

Mr. Gray stated the depth of the wells in this area is thirty-five (35) to forty (40) feet below ground surface. It is well below the adjacent wetlands and the river level.

Mr. Reader asked will it decontaminate the property completely. Is that the goal?

Dr. Fam replied the area we are testing is very small. It is a thirty-(30) ft by forty-(40) ft. area. The idea is to gather data and design information so we can apply this technology to other parts of the site.

Mr. Gray explained there are other areas on the site that we are addressing through different measures. If this is effective we might decide to expand and do other areas on this site.

Mr. Reader asked if this does work how long will it take to breakdown the contaminants.

Dr. Fam replied if the process works the contaminants can be broken down in a matter of months. The reason we are injecting water into the ground is to create some turbulence and create a mixing zone. There are three (3) known hot spots on the site that have contaminants. All three are being addressed.

Mr. Gray explained that historically this site has been used since World War I for development of arms and there has been a lot of manufacturing on the site. There are certain areas where the residuals need to be addressed.

Mr. Kenyon asked is this where the Power Plant was going to be located.

Mr. Gray replied no the Power Plant was proposed on the other side of Baker Commodities.

Mrs. O'Rourke asked Mr. Berube for his comments.

Mr. Berube stated that we have granted Raytheon Company a Waiver of Regulations before for work related to this. I do not see a problem with granting this waiver because this is part of the Massachusetts Contingency Plan (MCP) and would help clean up the area.

Mr. Kenyon made a motion to grant a waiver of Billerica Health Regulations, Chapter 5, Section 5.5.005 (1) to allow work within the flood plain at Raytheon Company, 495R Billerica Avenue based upon the following findings of fact and subject to the following conditions:

FINDINGS OF FACT

- 1) The work described in the applicant's request is within an area subject to protection under the Board of Health's Rules and Regulations, Chapter 5, Section 5.5.005(1).
- 2) The applicant proposes to conduct a six (6) month groundwater treatment pilot test in an area near the Concord River where previously installed groundwater monitoring wells (MW-14,

MW-14B and MW-14C) exist at the site. The work will be performed within the Flood Plain. The impact to Flood Plain will be minor and temporary.

- 3) The proposed work is part of ongoing environmental studies of the site and remedial actions under the provisions of 310CMR40.000, the Massachusetts Contingency Plan (MCP). In particular, the study is being undertaken to address a historical release of chlorinated volatile organic compounds (VOCs) in the groundwater.
- 4) The Board of Health has determined that the actions proposed by the applicant are adequate measures to protect the public health and environment and complies with the intent of Board of Health Rules and Regulations. Further, approval of the applicant's request will not be detrimental to the public health and environment.

CONDITIONS

Standard conditions number 2, 4, 5, 6, 10, 11, 12, 13, 14, 15, and 25 in accordance with the Board of Health regulations and Special Conditions:

- 1) All construction must be in accordance with plans submitted for review and approval, prepared by GZA GeoEnvironmental, Inc., submitted October 1, 2010.

Mrs. Giroux seconded. So voted unanimously.

7:25 p.m. Richard Budau – 15 Elsie Avenue – Request Variance to Construct a Single Family Dwelling within the Flood Plain

Mrs. O'Rourke stated the last item on the agenda is Richard Budau, 15 Elsie Avenue, requesting a variance to construct a single family dwelling within the Flood Plain.

Mr. Fieldsend presented a large set of plans of 15 Elsie Avenue to all the Board Members for review.

David Fieldsend, introduced himself. Mr. Fieldsend explained that he was representing Robert M. Gill Associates for the applicant Richard Budau. Mr. Fieldsend explained that there is an existing single family dwelling at 15 Elsie Avenue that has two (2) stonewalls and an existing gravel driveway coming off Elsie Avenue. The existing house is within fifty (50) feet of the buffer zone from the vegetated wetland. This project has received approval from the Conservation Commission with an Order of Conditions. The proposal is for a poured concrete foundation to be at the Green Engineering Flood Plain (GEFP) elevation of 122 and above the one hundred (100) year elevation. The proposal is to build a dwelling on top of the foundation to replace the existing dwelling with a driveway coming off Hurlburt Road. There will be a gain of over 1,000 cubic feet of compensatory storage from this project. The applicant is proposing a flow through foundation with smart vents.

Mrs. O'Rourke asked Mr. Budau if this is his Dad's old house and does it still have the stone foundation.

Mr. Budau replied yes. Over the years with the flooding, the stone foundation has cracked.

Mrs. O'Rourke stated that she was there years ago and there was so much water that it was coming out the windows.

Mr. Budau explained in March when we had all the rain that is what happened and we lost everything. We had to throw everything away.

Mr. Reader asked do you live in this house now.

Mr. Budau replied no the house is unlivable.

Mr. Kenyon asked how high will the foundation be off the ground.

Mr. Fieldsend replied the foundation will be about seven and a half (7 ½) feet off the ground.

Mrs. O'Rourke asked about the vents for the water to go through.

Mr. Fieldsend explained where the smart vents would be located in the foundation.

Mr. Reader stated the existing driveway goes out Elsie Avenue and the new driveway will go out to Hurlbut Road.

Mrs. Giroux asked about the garage.

Mr. Fieldsend explained that inside the concrete foundation there will be a garage and the living space will be above that.

Mrs. O'Rourke stated that all utilities will be placed above that.

Mr. Berube replied that will be listed as one of the conditions.

Mr. Kenyon asked what type of heat will you be using.

Mr. Budau replied oil and the tank will also be raised.

Mrs. Giroux asked about the height of the access. Is the access going to be high enough and is the access going to be doable.

Mr. Fieldsend explained that the new poured foundation is going to be used as a garage and the first floor will be above the garage. The top of the foundation is going to be at the GEFP elevation of 122.

Mr. Reader asked if the house was going to be a ranch.

Mr. Fieldsend replied the house was going to be a two-story dwelling.

Mrs. Giroux asked how much water did you have in March 2010.

Mr. Budau replied the water was waist deep in the driveway so with the foundation that high it will not be a problem. At first we were going to have just a crawl space but there would be no way to go in and pressure wash the walls. With the garage we will be able to seal inside the foundation and go in with a pressure washer and use a good dehumidifier to keep the moisture out.

Mrs. Giroux asked will there be a septic system

Mrs. O'Rourke replied the proposed dwelling will be on town sewer.

Mr. Kane stated that his only concern is that the top of the foundation will be at the same level as the GEFP elevation 122. Maybe you should go another foot higher so that at least the top of the foundation will be up higher. If the water was to get that high again everything could be damaged. Not as bad as now but all the work you have done may be ruined.

Mr. Budau replied that we have been there for thirty (30) years and the water has only come up to the sill twice.

Mr. Berube explained that the actual first floor is really going to be at elevation 123.2

Mr. Kane stated but the top of the foundation is going to be at 122 and there would be a sill and headers and you do not want to have a problem after doing all this work.

Mr. Berube explained the foundation is based on elevation 122, which is very conservative. Normally we adjust that down to elevation 119 so by using the elevation of 122 there should not be any problems.

Mrs. O'Rourke asked if any abutters were present for 15 Elsie Avenue. No abutters were present.

Mrs. Giroux made a motion to grant a variance of Board of Health Rules and Regulations, Chapter 5, Section 5.5.005 (1) to raze the existing single family dwelling and construct a new single family dwelling in the Flood Plain at 15 Elsie Avenue based on the following findings of fact and pursuant to the following conditions:

FINDINGS OF FACT

- 1) The work described in the applicant's request is within an area subject to protection under the Billerica Health's Rules and Regulations, Chapter 5, Section 5.5.005 (1).
- 2) The applicant proposes to raze an existing single-family dwelling located in the Flood Plain in order to construct a new single-family dwelling. The new construction shall comply with the National Flood Insurance Program (NFIP) and the State Building Code requirements for construction in the Flood Plain. All utilities in the proposed dwelling will be located above the flood plain. The proposed dwelling will be serviced by town sewer and water.
- 3) Flood vents will be installed in the new structure to allow for the entry and exit of floodwaters. The lowest habitable floor (living space) shall be located at or above the Green Engineering Flood Plain elevation of 122.
- 4) The Board of Health has determined that the actions proposed by the applicant are adequate measures to protect the public health and environment and complies with the intent of Board of Health Rules and Regulations. Further, approval of the applicant's request will not be detrimental to the public health and environment.

CONDITIONS

Standard conditions number 1, 2, 3, 4, 5, 6, 9, 10, 11, 12, 13, 14, 15, and 25 in accordance with the Board of Health regulations and Special Conditions:

- 1) All construction must be in accordance with plans submitted for review and approval, prepared by Robert M. Gill, Engineering & Surveying dated August 26, 2010, revised to October 6, 2010 and stamped by Robert M. Gill RPE#24181, RLS#29867.
- 2) All utilities in the proposed dwelling shall be located above the flood elevation of 122.
- 3) Chemical and petroleum products stored in the garage, shall be securely placed on shelves three and a half (3 1/2) feet above the garage floor.

Mr. Reader seconded. So voted unanimously.

Open Microphone

Mrs. O'Rourke asked if anyone in the audience would like to ask a question pertaining to Board of Health business.

No one in the audience had any questions.

Mrs. Giroux made a motion to adjourn. Mr. Kenyon seconded.

The Board adjourned at 8:55 p.m.

Respectfully submitted,

Sandra Giroux
Secretary

Joanne M. White
Recording Clerk