

HAMILTON BOARD OF HEALTH

TUESDAY, AUGUST 2, 2016

Present: Board of Health members: Lindle Willnow, Susan Wilfahrt, Health Agent Leslie Whelan

Meeting Opened: Lindle Willnow called the meeting to order at 7:02 p.m. at Hamilton Senior Center

Hearing – 265 Cutler Road – Keeping of Animals Permit – Minimum Standard for Keeping of Animals Regulation 12

Discussion ensued with Lane Chase in regard to his daughter keeping seven miniature horses and two full size horses at her 265 Cutler Road property. The property owner had submitted an incomplete application for Keeping of Animals permit for 20 stalls. A \$90 permit application fee was processed by the Town but the permit was not granted due to outstanding issues that need to be resolved (i.e., suitable land, wetland delineation, no variance for well less than 100' from stable, and monitored water test on well). If this permit had been issued it would have expired in June 2016. The Conservation Commission has been working with the property owner regarding a manure pile by wetland which has been moved.

The Board reviewed a 1979 map of the property to preliminarily identify upland and wetland relative to the amount of suitable land and capacity for keeping horses. Discussion addressed the number of horses that the property would allow under the regulation based on capacity of suitable land versus wetland (i.e., 14 to 19 horses maximum). Also mentioned was that there is no grandfathering in the regulation (i.e., to allow the keeping of a larger number of horses).

The Board discussed with Chase specific conditions to be addressed in a revised permit application:

1. Suitable land for keeping of horses has to be defined (i.e., drainage and class of soil)
2. Edge of wetland has to be delineated so Conservation Agent Jim Hankin can review
3. A request for variance for well that is 5' from stable rather than required 100'
4. Water sample collected by a professional organization and tested for bacteria

The hearing was continued.

Discussion – Policies for Food Establishment Inspections and Fees

Board members provided Whelan with amended language for the policies. Revenue from fees would go to the General Fund and could pay for additional food inspections. Once the policies are in final form the Board will review. Food establishments will be notified about the policies and that the Board is going to be voting on whether or not to adopt the policies.

Discussion – Mosquito Control Update

There was no report of mosquitoes carrying viruses in Town.

Discussion – Municipal Classification Study – Administrative Assistant

The Administrative Assistants have been asked to look at their job descriptions and make revisions. The direct supervisors have reviewed and sent to Town Manager Michael Lombardo. He is open to a category above Administrative Assistant (i.e., Office Manager). The Board noted that its Administrative Assistant Nancy Stevens does a superior job managing the Health Department responsibility which the Board depends upon and that this should be recognized in her job classification.

Discussion – Board of Health Member Vacancy

The Health Department will put an update on mosquitoes and notice about Board vacancy in the Hamilton Wenham Chronicle and on Hamilton's Facebook page.

Review – Minutes dated June 29, 2016

Willnow moved to approve the minutes as amended. Wilfahrt seconded the motion. VOTE: Unanimous.

Meeting Adjourned:

Willnow moved at 8:12 p.m. to adjourn. Wilfahrt seconded motion. VOTE: Unanimous. The Board's next meeting will be on Wednesday, August 24 at the Senior Center.

ATTEST:

cc: Selectmen, Planning Board, Town Clerk, Conservation