



TOWN OF LITTLETON
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BOARD OF HEALTH

Draft
MINUTES

Meeting held on Tuesday, November 24, 2009 at 7:00 p.m.
Littleton Town Hall, 37 Shattuck St. Room 307

7:00 Chairman Ted Doucette opened the meeting with four members present. Joe Presti had a family conflict and will be late to the meeting.

Board Member Reports.

Peter Yapp had some information that the crematory committee has been working on he wanted to share with the Board. Peter informed the Board on some data he retained about the number of deaths in the area and how profitable a crematory would be for the town. Ted mentioned that he would like the posted office hours to reflect the time that Maren is in the office. Heather will ask Nancy to see how to forward the phones to Maren. Peter Yapp mentioned that he will not be attending the meeting on December 22nd due to holiday travel and mentioned that it may be a good idea to cancel that meeting. The other Board members agreed and Ted mentioned to Heather to try not to schedule anything for that day.

2 Aspen Road – Ted mentioned that he and Peter Yapp met with Town Counsel to discuss the septic system at 2 Aspen Road. Tom Harrington showed both Ted and Peter a plan showing that the septic system is not on the property putting it out of compliance with Title 5. Ted suggested that the issue an enforcement order on the property but will speak to the Silberberg first and wait for Joe to arrive.

25 Massasoit Trail – Kirk Fitzpatrick from Civil Solutions was present at the time of the discussion. Kirk described the property and the existing wells on it. Peter Cassinari asked Kirk if any of the wells are still connected to the house. Kirk answered no. The property now has town water and the wells are no longer in use. The plan is to reuse the existing 1000 gallon tank and replace the leeching field. A variance is need for the offset to the property line. Ted read over Jim's notes mentioning that he had not issue with the plans.

Peter Yapp made a motion; seconded by Gino Frattallone to accept the variance for 25 Massasoit Trail as shown on the plans dated 9/22/09.

Reg. #27 – To allow fill to meet the minimum break-out grading requirements within 10 feet of a property line.

Vote Aye unanimous.

591 Great Road – Frank Matheson Jr, home owner and Gerald Buzanoski engineer for the site were both present at the time of the discussion. Mr. Buzanoski submitted plans to the Board showing the property and went over the plans for the site. They are looking into connecting into the old septic system that serviced the old barn. The new building will have storage, office space, and a finished bakery with some future plans to use some space as food prep and food service. Ted mentioned to Frank that it would be a good idea to design the septic plans for the highest amount needed even if it will not be used until a later time. Ted read Jim's comments on the site stating that a final use for the site needs to be decided and proper permits will need to be filed from that point. Ted suggested that

Mr. Matheson design the system for the maximum use and come back to the Board with design follow calculated and a final use for the property.

260 Ayer Road – Ron Raffi was present at the time of the discussion. Mr. Raffi mentioned that he was before the Board about two or three months ago to discuss the property. The property was originally designed for two retail spaces, one being food takeout. The file for this address is missing so Ron could not show the Board the septic plan for the site. Ted mentioned that the original plan and permit expired and a new plan will need to be submitted and approved. Ted suggested that Ron go to Nashoba and see if he can get a copy of the septic plan he submitted a while back and then resubmit revised plans to get an approved permit.

Joe arrived at the meeting

2 Aspen Road – Susan Silberberg was present at the time of the discussion. Ted gave the Board and Mrs. Silberberg a history of the property. Ted mentioned that Town Counsel had shown Peter Yapp and himself a plan showing that the septic system is not installed on their land, putting the system out of compliance with Title 5. Mrs. Silberberg told the Board that the property is in litigation and that all inquires to the land should go through her attorney. Ted mentioned that the land does not belong to them and until a notice has been received by the Board from her attorney all information will be given to her. Joe mentioned that the Board should do what it is they need to until written notice is received from Mrs. Silberberg's attorney. Ted read out loud the letter that he had prepared to the Board and Mrs. Silberberg stating that her septic system is in violation of Title 5 and has 180 days from the receipt of the letter to bring her system into compliance. Joe made a motion seconded by Gino to issue the letter as written to Mrs. Silberberg. Vote Aye unanimous. Mrs. Silberberg again stated that the letter needed to go to her attorney and that should would not accept it. Ted reminder her that she is the land owner and she needs to take the letter. Mrs. Silberberg left the meeting without taking the letter.

Standard Operating Procedures – Ted mentioned that he had a final draft of the Standard Operating Procedures manual that included all the changes the Board had from the last meeting and wanted to know if the Board wanted to vote on it. Gino who was not present at the last meeting and read through the manual. Peter Yapp made a motion, seconded by Gino to accept the Littleton Board of Health Standard Operating Procedures manual based that the Board Chairman will be able to make changes. Vote Aye unanimous.

Budget – Joe mentioned that the regulatory meeting that took place last Tuesday November 17th there was a lot of discussion about budgets. Even with the five percent reduction the regulatory boards are looking at 8 furlough days. It was proposed by Bonnie Holston Town Accountant that the Conservation Commission may be able to make up the money with Heather's salary using the wetland fees to make no furlough days necessary. Also it was discussed by Sherri Gould of the Zoning Board of Appeals that maybe an increase of fees can be done to help bring extra money into the Town. Heather had prepared a spread sheet showing the amount of money the Board has brought in so far for the year. Ted mentioned that the Nashoba fees are very high and really does not want to raise our fees since the related expenses by the Board are minimal.

Peter Yapp made a motion, seconded by Joe Presti to adjourn the meeting.

- Meeting adjourned at 8:35 p.m.

Submitted by Heather Hampson Administrative Assistant