

Acton Board of Health

Room 126, Acton Town Hall  
Acton, MA 01720  
December 12, 2016

Members Present: Joanne Bissetta – Acting Chairman, Mark Conoby and William Taylor

Staff Present: Sheryl Ball- Health Director  
Weiyuan Sun-Administration

Other Present: Andrew Heald, Dave Smalarz, Debbie Murphy, John Murphy, Lauren Holt, Luke Katie, Kenney Katie, David Stone, Peggy Mikkola and Katie Green

The meeting was called to order at 7:34 p.m.

**Emergency Permit-Beaver Trapping -54 Flint Road**

The Health Department received a request from Fort Pond Brook for an emergency ten day beaver and muskrat permit to allow for trapping that has caused flooding on Flint, Durkee and Lothrop Road. The Health Department recommended that the Board approve a ten day emergency permit, beginning on December 13, 2016. If additional time is needed, an extension can be applied for. On a motion made by Mr. Conoby, seconded by Dr. Taylor, the Board unanimously voted to approve an emergency beaver and muskrat trapping permit to Fort Pond Brook for the property located on Flint, Durkee and Lothrop Road for a period of ten days.

**Black Bird Café,**

**Acton Wood Plaza, Water use Records- 344 Great Road**

The Health Department received a request for an increase in the seats from twenty one (21) to twenty five (25) from formerly occupied Acton Coffee House. In addition, Black Bird Cafe wishes to add approximately five hundred square feet to the establishment from the formerly occupied Bank of America ATM Kiosk. The current water records of the entire plaza doubled equals 2,556 GPD and leaving 382 GPD of flow available. Water records from Black Bird Café in Groton equal 41 GPD and 82 GPD doubled.

On a motion made by Mr. Conoby, seconded by Dr. Taylor, the Board unanimously voted to approve an increase in seats from twenty one (21) to twenty five (25) with the conditions as flowing:

1. Establishment water use records shall be submitted to the Health Department on a quarterly basis to ensure compliance with a review after 6 months.
2. Disposable products shall be used including paper plates, cups, napkins and utensils.
3. The Board of Health may suspend or revoke approval should use result in a threat or hazard to public or environmental health.
4. If water records exceed allocated flow, owner shall appear before the Board to discuss corrective action.

**Update Fee Schedule- Continued**

The Board members reviewed and discussed information for proposed fee increase of approximately 5% across the board with a few exceptions. The Health Department requested that the Selectmen review the Board of Health Fee Schedule Increase at the next available meeting. On a motion made by Dr. Taylor,

seconded by Mr. Conoby, the Board unanimously voted to have the Selectmen review the Board of Health Fee Schedule Increase.

**Other**

The Nursing Department has been holding flu clinics for the Acton community since early fall of 2016. The flu vaccine is still available for Acton residents at the Nursing Department if needed. To this point, there is no information for the next flu clinic.

**Housing issue:** The Health Department received a house complaint regarding no heat and mold in one of the units. The property is located at 9 Great Road and owned by AHC Inc. The Health Department issued a violation letter delivered by constable due to the property owner refusing to sign for Registered Mail. The Town Social Worker has been providing assistance to the tenants during this time.

**Adjournment**

On a motion made by Dr. Taylor, seconded by Mr. Conoby, the Board voted to adjourn the meeting at 8:36 P.M.

Respectfully Submitted,

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Weiyuan Sun, Administrator  
Acton Board of Health

  
Joanne Bissetta, Acting Chairman  
Acton Board of Health