Present: Roger Bonsall, Gary Racicot, Andrew Drawec, Dana Burton and Hope Guardenier  
In-Attendance: Judy Metcalf, Mary Grenier  
R. Bonsall opened the meeting at 7:30 PM.  

**5 Jucket Hill** George McQuillen, Owner; Neil Jackson, Designer. Local Upgrade request for a 1’ offset between SAS and high groundwater. Asking for 3’ instead of the required 4’. Neil Jackson was present and explained that due to ledge and grading restraints the 1’ offset is needed for this repair. G. Racicot motioned to grant local upgrade to George McQuillen for a 1’ separation on the septic repair at 5 Jucket Hill as requested. (Typo on Agenda; LUA is for 1’ reduction from required 5’ down to 4’.)  
A. Drawec seconded. All in Favor.  

**240 South Liberty St.** Shannon Materka, Owner; Neil Jackson, Designer; Neil Jackson explained to the Board that there are two systems on the property, one of them is a cesspool. Both systems are old and in bad shape. This repair is voluntary; no Title V inspection report was done. The new system will have a pump chamber. Due to an addition that was put on the home the system connection will have a 90º sweep around the south side of the house. H. Guardenier motioned to approve the local upgrade for Shannon Materka at 240 South Liberty Street for a 1’ offset between SAS and high groundwater, 3’ instead of the required 4’. A. Drawec seconded. All in Favor.  

**321 North Washington St.** Estate of Harlen Whitcomb; Robert Sheehan, Jr., Engineer; Mr. Sheehan explained to the Board that there was a title v inspection on the system and it was considered a conditional pass by the title v inspector Matthew Bracci. The report states that the septic tank is deteriorated and structurally unsound. By replacing the septic tank it will result in the disruption of part of the SAS. For the property to be sold the executor of the Estate will put in a new SAS and septic tank. The new system will have a pump chamber. A. Drawec motioned to approve the local upgrade to the Estate of Harlen Whitcomb for a 1’ offset between SAS and high groundwater, 3’ instead of 4’ and due to high groundwater a reduction in the 12” separation between the inlet and outlet tees. D. Burton seconded. All in Favor.  

**Board Organization:** H. Guardenier nominates A. Drawec as Chairman for FY 2019. D. Burton seconded. All in Favor. A. Drawec accepts the nomination to be Chair. G. Racicot nominated H. Guardenier as vice chair for FY 2019. A. Drawec seconded. All in Favor. H. Guardenier accepted the nomination. D. Burton will remain signatory.  

H. Guardenier asked Judy where the town was at in regards to hiring a nurse? Judy explained that the legal agreement has been reviewed by the Town of Ware counsel who had made a few changes. It is now with K&P Law, Belchertown’s town counsel. If K&P Law made any changes to the agreement then it would need to go back to the Town of Ware’s counsel. Once both towns accept J. Metcalf will place an ad for the position. J. Metcalf could not give a date when this will happen; it depends on how quickly the legal agreement gets back to her. Both Belchertown and Ware select boards will need to place this on their agendas.  

Board Appointments: There is currently no Physicians advisor to the Board. J. Metcalf will look into finding a local Doctor that will take the position. G. Racicot motioned to appoint:  

- Judy Metcalf, R.S., C.H.O.  
- Stephen Bell, MPH  
- Colleen Toothill-Berte  
- Terry Rothwell  
- Betty Barlow  
- Mary Grenier  
- David Fredenburg, Jr.  
- Charles Lyndon, Jr.  
- Director of Public Health  
- Health Inspector  
- Burial Agent  
- Asst. Burial Agent  
- Administrative Assistant  
- Senior Clerk  
- Gas & Plumbing Inspector  
- Asst. Gas & Plumbing Inspector  

H. Guardenier seconded. All in Favor.
H. Gardenier at last month’s meeting had several questions regarding the Farmer’s Market and how the Health Department process’s requests to sell their food. J. Metcalf had supplied information about temporary food permits and Farmer’s Market applications, food sampling, food protection, retail etc. J. Metcalf also spoke with H. Gardenier. H. Gardenier appreciated the information and understands better the process for food retail at temporary events. H. Gardenier had an email from an artesian bread retailer stating that the office never contacted him in regards to his permit application for the Farmer’s Market being approved. The office received the application on March 21, 2018 for an event that did not start until June 11, 2018. On April 11, 2018 office received an email from applicant stating he will not be attending Belchertown’s farmer’s market. Office responded on April 13, 2018 that they were sorry to hear he would not be a vendor and returned his fee of $25.00.

Food Truck Friday’s will begin this Friday June 15, 2018 on the town common. G. Racicot said he is able to help S. Bell and J. Metcalf with inspections if needed. J. Metcalf said the trucks will all be using generators and their own water source. The Cultural Counsel who is hosting the event should have supplied electric on the common to reduce the noise and smell from the generators and also town water which would have been preferable than having to trust outside water sources for this temporary food event.

Board signed warrant.

Board signed amended meeting minutes of April 2, 2018

G. Racicot motioned to accept the May 2, 2018 meeting minutes as written. A. Drewec seconded. All in Favor.

J. Metcalf told the Board that the Belchertown DPW has received a vulnerability grant to begin accessing culvert and streams and address the beaver activity/damage along Bachelor and Weston Brooks.

G. Racicot motioned to adjourn at 8:33 PM H. Gardenier seconded. All in Favor.

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Roger Bonsall, Chairman

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Mary Grenier

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Gary Racicot

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Andrew Drewec, Vice Chair

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Dana Burton

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Hope Gardenier