

Terri Guarino  
Health Agent

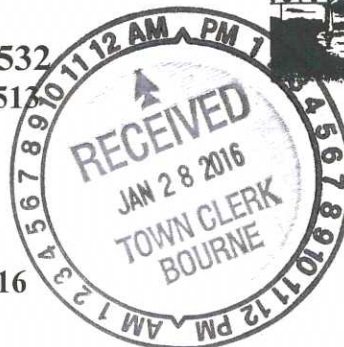
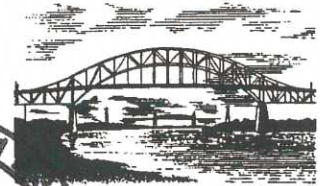
## TOWN OF BOURNE BOARD OF HEALTH

24 Perry Avenue

Buzzards Bay, MA 02532

Phone (508) 759-0600 x 1513

Fax (508) 759-0679



MINUTES  
January 13, 2016

Members in attendance: Kathy Peterson, Chairman; Stanley Andrews, Vice Chairman; Donald Uitti, Secretary, Galon Barlow and Kelly Mastria

Support Staff in attendance: Terri Guarino, Health Agent, Jamie Butler, Health Inspector and Lisa Collett, Secretary

### MEETING WAS CALLED TO ORDER AT 7:01 PM

1. **144 JEFFERSON RD – CONTINUED from December 9, 2015 – Barbara Frappier for Joe and Elaine Desorcy – Request waiver to use the existing system for proposed additions – Discuss and possible vote.** – *Ms. Frappier and Mr. and Mrs. Desorcy were present for this hearing.* Ms. Frappier submitted additional architectural plans showing that one room in question will not be a bedroom. It addressed Mr. Andrew's concerns from the last meeting. The existing window in the bedroom will be removed and a solid wall put in place. Ms. Guarino stated that she has no objection to the board granting the waiver. **Mr. Andrews made a motion to approve the waiver to use the existing septic system for the proposed addition. Architecturals submitted 12/1/15 modified 1/13/16. Mr. Uitti seconded the motion. It was unanimous.**
2. **7 BENNET'S NECK RD – CONTINUED from December 9, 2015 – I/A Septic System Non-Compliance – Terri Guarino – Discussion and possible vote to issue fines for lack of operation and maintenance contract and violation of Board of Health Alternative Septic System Regulations – No one present for this hearing.** Ms. Guarino stated that at the last meeting the board voted unanimously to issue a \$500.00 fine for the first offense for lack of operation and maintenance contract for an alternative septic system for which variances were granted as a condition. The owners did receive the letter stating they must pay the fine and immediately submit a valid operation and maintenance contract. As of today, the owners have done neither. Ms. Guarino stated that the second offense fine is \$1,000.00 and town council is prepared to take action against the owners of the property for failure to comply. **Mr. Andrews made a motion to issue a second offense of a \$1,000.00 fine for 7 Bennet's Neck Rd for non-compliance of the alternative septic system. Mr. Barlow seconded the motion. It was unanimous.** Ms. Peterson instructed Ms. Guarino to look into some type of lock box that the Health Department can access and shut down the system until the fines are



paid. Mr. Andrews added that the Board of Health could also request the water to be shut off at the property. Mr. Barlow added that the Board of Health can request that the occupancy permit be revoked until the fines are paid and a valid maintenance agreement is signed and submitted. Ms. Peterson stated that she would like these suggestions enforced for every future approval of a variance. It will be part of the motion to grant a variance.

3. **3 BRENDON LANE – I/A Septic system Non-Compliance – Terri Guarino – Discussion and possible vote to issue fines for lack of operation and maintenance contract and violation of Board of Health Alternative Septic system Regulations –** *Mr. Vincenzo Origlio, owner, was present for this hearing.* Mr. Origlio stated when the house was built they would have to abide by a 2 year testing and maintenance contract which he has. He was never told that the maintenance contract would be a perpetual contract. The system is placed one foot outside the 150 foot setback. Ms. Peterson asked when the house was built. Mr. Origlio stated approximately 8 years ago. He only uses the property 4 or 5 weekends a year. Mr. Origlio stated that had he known the maintenance would be required for the life of the system, he would not have built this house. Ms. Peterson stated that Mr. Origlio has two options right now. He can either renew the maintenance contract as the law requires or he can pay the \$500.00 fine tonight and then another \$1,000.00 tomorrow for still being in non-compliance. Mr. Origlio stated that he will contact his lawyer and open a case to sue the Town of Bourne. Ms. Guarino stated that the letter she sent asked that he contract her immediately upon receipt of the letter but Mr. Origlio did not contact her. Mr. Origlio stated that is why he is here tonight. Mr. Origlio stated that he does not plan on having a contract because the property is only used 4 weekends per year. Ms. Peterson asked why Mr. Origlio shouldn't have a contract but all the other systems in town are required to have one. Mr. Origlio stated it's because the system is off most of the time. Mr. Barlow stated that if Mr. Origlio can prove he is a seasonal resident by submitting water and electric bill usage, then he can request a reduction in the number of times the system needs to be maintained. Ms. Guarino explained to Mr. Origlio that the state code also requires a maintenance contract for alternative systems regardless of use. Mr. Origlio stated that the maintenance contracts are very expensive each year. Mr. Andrews stated that it is a town and state requirement. The variance, although it was only for 1 foot, did get granted so that Mr. Origlio could build the house is wanted. Now he must abide by the state and local laws regarding an alternative septic system. Ms. Peterson suggested Mr. Origlio go into the office and speak with the Health Agent. If Mr. Origlio can prove seasonal use, then he may request a reduction in maintenance at the next meeting dated January 27, 2016. **Mr. Andrews made a motion to continue 3 Brendon Lane until the next board meeting dated January 27, 2016. Mr. Uitti seconded the motion. It was unanimous.** Ms. Peterson reiterated that the next meeting is to request a reduction from 4 times per year to possibly 2 times per year based on what Mr. Origlio can prove for seasonal use. It is not to allow Mr. Origlio total relief of a maintenance contract. Ms. Peterson added that if Mr. Origlio is not prepared to request a reduction in the maintenance contract and has not yet renewed a contract, he will start getting fined from this evening forward.



4. **85-93 MAIN STREET, BUZZARDS BAY – Daniel MacDonald – Request waiver of fines that have been assessed against the property –Mr. Barlow stepped off for this item.** *Mr. and Mrs. MacDonald were present for this hearing.* Ms. MacDonald stated that as of the last meeting, there were two more things to be completed which has been done. A letter was submitted to the Building Inspector and the Fire Chief asking for an inspection to verify the all the work has been completed and that the building is safe and ready to be occupied again. Ms. Guarino stated that both the Building Inspector and the Fire Chief did review the report. The portion of the building that the report refers to is unoccupied. The most critical request was that a structural engineer evaluate the building which has been done and submitted. The report stated that the building is viable for continued commercial use. Ms. Peterson asked if the Building Inspector concurs with the report. Ms. Guarino stated that she can't speak for the Building Inspector but the building is not occupied right now. Mr. Andrews stated that the two departments have accepted the letter from the structural engineer but no one can go back into the building and run a business until the Fire Department and the Building Inspector does another thorough inspection. Ms. Guarino stated that prior to today, there were 2 restaurants that occupied the building. That is not the case today. The building is not occupied. Ms. Mastria stated that the board should request a letter from the Fire Department and the Building Inspector stating that the report has been accepted and the build is safe to occupy. Ms. Guarino stated that a tremendous amount of work has been competed to this building and she is satisfied that the owners have fulfilled all the requirements that have been requested by the Board of Health. Mr. Andrews stated that the fines should have then stopped accumulating on December 9, 2015, which is when all the request documentation was submitted. Ms. Guarino stated that was correct. Ms. Peterson asked why the MacDonald's should waive the fees to date. Ms. MacDonald stated that they have complied with what the Board of Health has asked for which was just confirmed by Ms. Guarino, the Health Agent. Ms. Mastria suggested to have the MacDonald's back before the board to request the waiver of fines after the building is back to its pristine condition and ready for occupancy. The fines are stopped today but she is not comfortable about voting a waiver until the building is completely repaired. Ms. Guarino stated that the board informed the MacDonald's at the last meeting that the next step is to request a waiver of the fines. Ms. Peterson stated that she is comfortable with stopping the fines as of December 9, 2015 but not waiving them. Mr. Andrews stated that one of his concerns is how long it took for the MacDonald's to come up with a plan of correction. It was discouraging knowing what needed to be done was not addressed until 2 or 3 days before the meeting and somethings addressed the night of the meeting. Granted, within the last 30 days, things have accelerated and performance to mitigate the concerns have been addressed. Ms. MacDonald stated that it did take a lot of time to coordinate joint inspections with the Health Department, the Inspections Department and the Fire Department so they should not be faulted for that. Mr. Andrews stated that in all total it has been approximately 40 days since this all started. It was half way through, in October, when the first repair was completed. Ms. MacDonald stated that was because the Building Inspector stopped the repair work do to an insufficient building permit. Mr. Andrews stated that there are 4 months of fines that have been levied on the building. An effort was made from October through December as being productive time. Mr. Andrews stated he is not in favor of waiving the fines at this time. Ms. Guarino stated that Mr. MacDonald has been in constant communication with her since this whole thing



started back in August 2015. The work has been continuously completed. Ms. Peterson stated that she would like to review all the minutes and speak with the other departments involved before she makes a decision. Mr. Andrews stated that they are before the board tonight to request a waiver of the fines and the board should vote on something. He is not in favor of waiving the fines but would entertain an abatement of some of the fines that have been accrued because the Health Agent is satisfied with the work that has been completed. Mr. Andrews stated that he is leaning toward one third or even half of the fines to remain at this time. **Ms. Peterson made a motion to continue until the next meeting dated January 27, 2016 to give the board some time to decide on an appropriate fine. She would also like to do a site visit. Ms. Mastria seconded the motion. It was unanimous.**

**Mr. Barlow stepped back on for the next hearing.**

5. **32 NORTH BEACH AVENUE – Joe Agrillo for Jerry Noack – Request waiver for proposed addition, renovation and/or alteration of existing dwelling – Mr. Agrillo and Mr. Noack were present for this hearing.** Mr. Agrillo stated they are planning a modest addition to the property which includes a 4 ft addition of a bathroom on the first floor. The 4'X8' breezeway will be torn off which will improve the entry way into the living room. There will be no increase in bedroom space. This property is used seasonally at this time. The current title 5 inspection report states that the system is sound. Ms. Guarino stated that all the properties here do not meet the setback regulations but she does not have any issue with the plans being proposed. Ms. Guarino stated that the tank is only an H10 and sometimes cars are parked quite close to the area of the tank which is her only concern. **Mr. Andrews made a motion to approve the waiver to use the existing septic system for the propose addition. Drawings received December 23, 2015 for 32 North Beach Ave. Mr. Uitti seconded the motion. It was unanimous**
  
6. **749 HEAD OF THE BAY ROAD, UNIT 2H – Owned by Kenneth & Tara Smead – Failure to comply with the Town of Bourne Board of Health Rabbits, mink, foxes and other Fur Bearing Animals Regulations – Abundance of rabbits on property within Hideaway Village is causing a nuisance and also in violation of MGL c. 111 s. 122 – Mr. Barlow stepped off this this hearing.** *Ms. Smead was present for this hearing.* Ms. Butler, the Health Inspector, stated the office received a complaint about rabbits on the property. After her inspection, she counted approximately 40 rabbits. The property does not meet the setback regulations for rabbits. Hideaway Village does not have property setbacks so the setback is to the road. Ms. Butler asked that the rabbits be removed because a request for a variance did not seem likely. She would need to notify approximately 240 abutters by certified mail which would be a hardship imposed on the Smeads. Ms. Butler stated that she has been out to the property at least 4 more times and has counted a decrease of the amount of rabbits to 15. Ms. Smead stated that there are only 8 rabbits today. Ms. Guarino stated that there have been several complaints regarding the rabbits. Ms. Guarino and Ms. Butler have been very flexible so far because the family consumes the rabbits. Ms. Guarino didn't want to cause any hardship through the holidays. Mr. Andrews stated one of the biggest concerns the board has regarding animals is manure management. Ms. Butler stated when she first visited the property,



there were huge cages along the house. The droppings were running down the house. The Smead's have since then submitted a manure management plan which does seem very sufficient. Ms. Butler instructed the Smeads to sanitize the side of the house and install liners in the cages. Ms. Smead stated there aren't any outside cages. All of the cages have been moved into a greenhouse and out of sight from her neighbors. Ms. Peterson stated that this is a condominium complex which has a bylaw. In section 13b the bylaw states no nuisances shall be allowed on the property nor shall any use of practice be allowed which is a source of annoyance to occupants in which interferes with the peaceful procession of properties or the properties by its occupants or residents. So there are regulations here that need to be abided by. Mr. Andrews stated that the condominium regulations have nothing to do with the Board of Health. Ms. Peterson stated that they do when they start causing a nuisance. Ms. Peterson stated that she understands the family consumes the rabbits and according to the state, it is done humanly and within the states regulations. Ms. Guarino stated that the rabbits can only be euthanized at a certain age. Ms. Smead verified that at 4 months is when they are ready for consumption. Ms. Peterson asked where the rabbits are processed. Ms. Smead stated they are processed onsite in the yard. Ms. Laurie Lalor stated that she is an abutter to this property. She called the Board of Health because she was concerned about someone hanging rabbits and cutting off their heads. The Board of Health told her that they were aware of the situation and explained that the rabbits are for consumption and being processed correctly and humanly. She lives directly next door and has never heard anything, smelled anything and has no concerns about what they are doing with the rabbits. Ms. Peterson asked what is done with the fur. Ms. Smead stated that she uses the skins and the fur to make blankets, hats, mittens etc. Ms. Peterson asked what measures are in place for diseased or sick animals. Ms. Smead stated that they are euthanized and disposed of. Ms. Smead stated that all the scraps are fed to her dogs so there is literally no waste. Ms. Guarino stated that there have been other complaints regarding the rabbits from other in the neighborhood. Ms. Guarino stated that if the board allows Ms. Smead to keep the rabbits to raise as food, the Smead's should process the rabbits in an enclosed area and out of the sight of her neighbors. Mr. Andrews stated that the regulation is worded very clearly. A variance is required if the applicant can't meet the setback regulations. Ms. Smead stated the distance from the road to where the rabbits are located is 96 feet. Mr. Andrews stated that she needs to get another 4 feet away to meet the setback regulation. Ms. Guarino stated that if the applicant were allowed to keep the rabbits, the board should put more restrictions in the number allowed in the motion. Mr. Andrews stated that the applicant would also need to abide by the regulations within the condo association. The Board of Health regulation does not supersede what Hideaway Village might have in effect. Ms. Guarino stated that the board needs more information before making a motion. Also, some letter of support if possible. Ms. Peterson stated that the board should continue this item until the applicant can obtain letters of support from the immediate circle of neighbors. Mr. Andrews stated that he wants to see the regulation being adhered to or the applicant must request a variance. Ms. Peterson stated that she would like to do a site visit. Ms. Peterson stated that she would not allow any more than 4 rabbits at one time even if the board grants the variance. **Ms. Peterson made a motion to continue this until the meeting dated February 10, 2015. Mr. Uitti seconded the motion. It was unanimous.** Mr. Barlow stepped back on.



7. **1077 COUNTY ROAD – Rose Kozaryn – Request variance to add 3 additional horses to her existing variance. Total number of horses will be 8 horses – Mr.**

Kozaryn stated that they are planning to add miniature horses to complete a therapeutic riding school for children. Ms. Peterson asked if there is room here for 8 horses. Ms. Guarino stated that these are mini horse's not regular sized horses. Mr. Andrews stated that the current regulation does not differentiate the size of a horse. Ms. Guarino stated that there is a significant difference between miniature horses and horses. Mr. Kozaryn stated that miniature horses don't eat or create waste as much as a full size horse does. One full size horse eat more than 4 miniature horses. Same with space. 2 or 3 miniature horses can fit in one full size horse stable. Mr. Ballentine is present for this hearing and is not in favor of this project. Mr. Ballentine asked the board if there is a guideline that the board uses for the number of horses allowed on the property. Mr. Ballentine feels the property is too small to allow 8 horses and several dwellings. Mr. Andrews stated that the riding arena and the stalls are not being considered as dwellings. Mr. Kozaryn stated there is a house, a 6 stall barn and a riding arena in the process of being built. The riding area is enclosed and made fully out of metal. The property is 2.7 acres. Susan Dirubio was present at this hearing and is not in favor of this project. Ms. Dirubio stated that she is concerned about overuse on this property. There are in fact 2 dwellings on the property with people living in them. She is concerned about having 8 horses on this property. There is run off onto her property when it rains. Ms. Dirubio stated that this started out as a family wanting to raise horses. It is now becoming a full blown business and is concerned it will affect the character of the neighborhood. Ms. Kozaryn stated that in reference to the run off, that has always been like that even before she purchased the property. The horses are kept on the other side of the property so there is no runoff in the form of waste. Ms. Dirubio stated that there is dirt run off when it rains. Mr. Dirubio was present for this hearing and is not in favor of the project. Mr. Dirubio stated that the whole property is going to be utilized. Ms. Peterson stated that there is no law against that. Mr. Dirubio stated that the town bylaw states that licenses will be limited to 2 horses. Mr. Dirubio stated that he was never notified of the request to have 2 horses. Ms. Peterson stated there is nothing she can do about that now because it can't be proven. Mr. Dirubio stated that he did receive a letter when the request went from 2 to 3 horses but was not concerned at that time but did not receive a letter for a request to increase from 3 to 5 horses. Mr. Dirubio stated that the land does slope into his yard. Ms. Peterson stated that she wants the board to do a site visit which means that this discussion will not continue until the site visit is completed. During the site visit the members will not answer any question from anyone. This issue will be continued until the next board meeting dated January 27, 2016. Ms. Peterson stated that she wants a business plan submitted before the next meeting. Provide the website information to the board. Ms. Roth was present for this meeting and is in favor of this project. Ms. Roth stated that this is a non-profit organization. The website address is her address which is incorrectly stated by the website designer which will be corrected. Ms. Peterson stated that she would also like approval from the zoning board. Ms. Guarino stated that the applicants do have approval to build the indoor riding ring for this reason. On May 18, 2015, to the Zoning Board of Appeals, Ms. Coffin wrote that the applicant only has approval for 5 horses at this time and will need to come back before the board to request and increase in the number of horses to 8 horses. Mr. Dirubio stated that the regulation that it is required

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to prove a hardship before a variance is granted. Mr. Barlow stated that it is not being discussed right now and will continue on January 27, 2016. **Mr. Andrews made a motion to continue this until the next meeting dated January 27, 2016. Mr. Uitti seconded the motion. It was unanimous.**

8. **POCASSET MOBILE HOME PARK – 2016 License Renewal – Discussion and possible vote** – Mr. Sabatt stated that the construction of the wastewater treatment plant has begun. The foundation and the walls are up. Should be completed by March 2016. A water delivery system is also being designed. The sewer system and water system should be completed and online by July 2016. The receivership should conclude sometime in September 2016. Ms. Peterson asked how many sites the system is being designed for. Mr. Sabatt stated the design is for 110 sites and currently there are 85 occupied units right now. The vacant units will be demolished. Ms. Guarino stated that she is happy to hear that some of these units are going to be demolished because the office does receive a number of complaints on these. Mr. Sabatt is not sure who actually owns the units. Mr. Pritchard has claimed ownership but nothing is proven to who actually owns them. Ms. Peterson stated that the Board of Health has just adopted a blight regulation which they intend to use. The fines are much more expensive. There will be an enforcement group that will get assigned to different parts of town searching for violations under the new blight regulation. Ms. Guarino asked that Mr. Sabatt provide information for Mr. Pritchard so that she too can follow up on some of these units. **Mr. Barlow made a motion to renew the license for the Pocasset Mobile Home Park with all the original stipulations. Mr. Uitti seconded the motion. It was unanimous.**

9. **TOBACCO REGULATION UPDATE – Robert Collett of Barnstable County Control Program – Discussion and update of the current tobacco regulations** – Robert Collett, Director of Cape Cod Regional Tobacco Control Program, Kathleen Wilbur, Program Manager of the Southeast Tobacco Free Community Partnership and DJ Wilson, Tobacco Control Director of Mass Municipals Association were all present for this hearing. Mr. Collett stated it's been approximately 4 years since he has addressed this board and there have been many changes and upgrades to the regulation since then. Many other local towns have already adopted the new list of upgraded regulations. Mr. Collett stated that the current regulation for the Town of Bourne does not contain a minimum legal sales age to purchase of 21 which has now gained great momentum across the state. Mr. Collett is also requesting that the board prohibit the sale of flavored nicotine delivery products. Blunt wraps have also been discussed in the past but no action has been taken on them. This product is clearly aimed at Children. The bright packaging, flavors like fruit and alcohol. Mr. Collett is requesting that the board prohibit the sale of this product. Mr. Barlow asked when a retailer in this town violates the regulation, will Mr. Collett attend the disciplinary meeting. Mr. Collett answered yes, he would be happy to attend any meeting the members wish him to attend. Mr. Andrews stated especially with what happened the last sting with 11 violations. Mr. Collett stated he would be delighted to attend the meeting after the sting. Mr. Collett stated that each time the state issues the tobacco license, they give a copy of the regulation so these store owners should be clear of what the regulation is. Mr. Collett stated that those 11 sales is a disgrace to the community and an embarrassment to the program. Those retailers



should be held responsible to run their business in the proper way which includes proper identification is given when purchasing age restricted products. If 11 sales were made in one day, what is happening the rest of the year is the question and should be the board's concern. Ms. Peterson stated that she does not feel comfortable restricting which stores can sell which products so she is not in favor of prohibiting the sale of any products. Mr. Wilson submitted a document which shows the numbers of other cities and towns that have adopted the upgraded regulation. Ms. Peterson stated that most of the items on the list Mr. Collett submitted the town already has a regulation for or it is not practiced in the town. Ms. Peterson stated she interested in raising the fines from \$100.00 first offence, \$200.00 seconded offense and \$300.00 third offense to having all three offenses at \$300.00 each. Mr. Barlow asked which items Mr. Collett wants the board to discuss and vote on. Mr. Collett stated that he would like to see the board ban flavored tobacco products, cap the number of tobacco licenses to 35, include a minimum cigar package price to \$2.50 for a single and \$5.00 for a pack, ban blunt wraps, ban tobacco product sales in health care institutions like CVS, fining structure to mirror state law to \$300.00 for each offense and raise the legal age to purchase tobacco products to 21. There was discussion between the board members, the health agent, Mr. Collett and Mr. Wilbur on the items Mr. Collett suggested the board address. **Ms. Peterson made a motion to cap the tobacco permits to 35. Ban tobacco product sales in health care institutions. Fining structure to mirror state law being \$300.00, \$300.00, \$300.00. Mr. Uitti seconded the motion. It was unanimous. Mr. Barlow added to the motion that no sales of tobacco products within 500 feet of a school. Mr. Andrews seconded the motion. It was unanimous.**

10. **FUTURE GENERATION WIND – Karen Gibides – Discussion on non-compliance** – Mr. Barlow stepped off for this hearing. Ms. Gibides was present for this hearing. Ms. Gibides reads from a document that she submitted to the board this evening. A hard copy of this document can be found in the Future Wind Generation File at the office of the Health Department. Ms. Peterson addressed the comments stated and informed Ms. Gibides of the board position as of today regarding this issue. She apologized for not knowing what was required until December 23, 2015 which was too late. Mr. Matheson stated the boards in town have been sitting on this issue for years. Years ago Mr. Mann offered the town to buy power from his future plant and the town refused so this is in no way a new issue. This was discussed years ago and now the turbines are built. What is the next step to follow? Ms. Peterson stated that the Board of Selectmen have completely tied the hands of the Board of Health right now. Ms. Mastria stated that the board now needs to file an enforcement order which can be done tonight which is a start. Ms. Peterson stated that she has demanded new council but there is no money in the budget to hire someone. During an executive session at a Selectmen meeting, the Board of Health was denied ability to use town funds to hire another lawyer. Ms. Levesque stated that Cheryl Farrell, the Attorney for the Mass Association of Health Boards would be willing to speak with this board regarding Future Generation Wind and she can supply the board with Ms. Farrell's email address. Ms. Peterson stated that she would like Ms. Farrell's email address. **No action was taken at this time.**



11. **FUTURE GENERATION WIND – Kathy Peterson – Discussion and possible vote on non-compliance orders with regards to Future Generation Wind** – Mr. Barlow stepped off for this agenda item. Ms. Peterson stated that the first order will be sent to Mr. Keith Mann as an individual and as a trustee of Garland Nye Realty Trust, Future Generation Wind, LLC, Consolidated Edison Solutions, Inc. and **Eversource**. Also, all the mortgage companies will be sent this order. Ms. Peterson stated that both Con Edison and Eversource have signed contracts with Future Generation Wind to buy their power. Ms. Peterson feels that is a violation for companies that sit on a town border to purchase power for profit. The Board is instructed to look at the draft enforcement orders and open the meeting for discussion between the members of the board. There are two draft enforcement orders being discussed. One is written by the Health Agent and the other by Ms. Peterson and Ms. Mastria. The goal is to combine both ideas into one enforcement order. Ms. Peterson stated that the order will be sent to the Town of Plymouth Selectmen, Town of Plymouth Planning Board, Town of Plymouth Board of Health, Town of Plymouth Appeals Board and a copy to Plymouth Town Council. **Ms. Peterson made a motion to accept the drafts of the enforcement orders. Mr. Uitti seconded the motion. It was unanimous.**

12. **APPROVE THE MEETING MINUTES from the meetings dated October 28, 2015, November 18, 2015 and December 9, 2015** – Mr. Andrews made a motion to approve all three sets of minutes as presented. Mr. Uitti seconded the motion. **It was unanimous.**

**Mr. Andrews made a motion to adjourn the meeting. Mr. Uitti seconded the motion. It was a unanimous vote and the meeting adjourned at 11:25 PM.**

Taped and typed by Lisa Collett, Secretary

Kathleen Peterson

Stanley Andrews

Galon Barlow

Don Uitti

Kelly Mastria –

cc Board of Selectmen/Town Clerk