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CC: [Public Health Nurse <publichealthnurse@manchester.ma.us>](#)

[Wendy Hansbury <hansburyw@manchester.ma.us>](#)

Date: 5/7/2025 10:43:17 AM

Subject: Draft 4/10/25 notes attached here - see you tomorrow morning for our BOH meeting

Attachments: 04-10-25 Draft B.O.H. Minutes.docx

Manchester Board of Health

Draft Meeting Minutes

Thursday, April 10, 2025

Town Hall, Room #7 and by Zoom Platform

Members present:

Peter Colarusso, Joan Cottler, Leah Peavey

Members absent:

Dr. Martin Hahn

For Review/Discussion

2 Desmond Avenue, Housing

Mr. Colarusso noted that the housing issues at 2 Desmond Avenue are long-term issues, that compliance has been ignored, and misleading information provided. He expressed concern for emergency responders should they need to respond to the site. Ms. Cottler added that she had concern for the owner occupants of the dwelling. Health Director Wendy Hansbury informed the Board that Town Counsel had weighed in regarding condemnation of the dwelling. Adding that the Board needed to take sufficient action and make sure the dwelling is unoccupied. Also, she had received an additional complaint about the site this afternoon. It was noted that the property owners said they were out of State and were requesting a hearing and that delaying a hearing was o.k. with Town Counsel as long as it was without liability. Mr. Colarusso noted that one of the property owners was in Town as evidenced by their participation in this week's Monday Select Board meeting.

At 8:37 a.m. Ms. Katarina Gates, owner of 2 Desmond Avenue, joined the meeting. She said she had returned to Town on Tuesday evening. In response to Mr. Colarusso's statement that the water to the property must be turned on and emergency access provided, Ms. Gates said that the water was the last item to be done. She said that the Desmond Avenue side of their other property (located at 31 School Street) must be torn

down. Ms. Hansbury reminded Ms. Gates that the house has been used with no water on and that despite an agreement to begin roof work before the Christmas holiday no roof work or access work has been done. Ms. Gates replied that she returned to Town on the 3rd of this month and received a letter (from the Board of Health) on that date that included Ms. Hansbury's March 27, 2025 letter and findings from her September inspection. Ms. Gates read a portion of that inspection report aloud regarding the storage of chairs. Mr. Colarusso informed Ms. Gates that the major concerns are 1.) property access and 2.) having the water turned on. Further that if the Gates did these two items the Board would give them time to address the roof. If not, the Board would have to go to court and to the State. There was a brief discussion regarding access and materials stored by Ms. Gates son. Ms. Gates said that the roofer was ready but had not gone to do the work. Ms. Cottler reminded Ms. Gates that by State law the house is not habitable. She directed Ms. Gates to 1.) go to the Department of Public Works and ask to have the water turned on and 2.) go to the roofer and ask them to begin work. She reminded Ms. Gates that she needs to take action, or the Board of Health will have to take action.

Ms. Hansbury asked Ms. Gates if she currently had water at the 2 Desmond Avenue house, Ms. Gates replied no. Mr. Colarusso asked her to both turn on the water and to fix the access issues.

Mr. Colarusso made a motion to require that on or by Monday the water turn on is arranged. Ms. Hansbury suggested that unless the Board hears from a plumber to fix the plumbing and get the water turned on the Board of Health will file in court on Tuesday morning. Adding that access must also be addressed in that time frame. She felt that asking to hear from a plumber by Monday with a plan to finish work is reasonable. Ms. Cottler seconded Mr. Colarusso's motion. Members by roll call vote were unanimous to approve the motion:

Mr. Colarusso, in favor

Ms. Cottler, in favor

Ms. Peavey, in favor

Ms. Gates informed the Board that they always close the door to the house in the winter due to sand, etc. She said that there is a misunderstanding regarding access. Ms. Hansbury said that the access needs to be unblocked to provide 36" access that is unobstructed

8 Atwater Avenue, Manchester Athletic Club

Members reviewed septic system upgrade plans dated January 20, 2025 and revised on March 11, 2025 as presented by A.S.B. Engineering for the Manchester Athletic Club at 8 Atwater Avenue. Mr. Colarusso noted that the existing well on site would be decommissioned with proof of the same provided to the Board of Health office. He asked if members had any questions regarding the plan, there were none. Ms. Cottler made a motion to approve the septic upgrade plan last revised on March 11, 2025 as presented by A.S.B. Engineering for the Manchester Athletic Club located at 8 Atwater Avenue. Ms. Peavey seconded the motion. Members by roll call vote were unanimous to approve the motion:

Mr. Colarusso, in favor

Ms. Cottler, in favor

Ms. Peavey, in favor

239 Summer Street, Dodge

Members reviewed septic system upgrade plans dated October 31, 2025 and revised on March 13, 2025 as presented by Hancock Engineering Associates for the Dodge property at 239 Summer Street. Members noted that the property has now been renumbered by the Town as 241 Summer Street. Mr. Colarusso asked members if they had any questions regarding the plan, there were none. Ms. Cottler made a motion to approve the septic upgrade plan last revised on March 13, 2025 as presented by Hancock Engineering Associates for the Dodge property located at 241 Summer Street (formerly 239 Summer Street). Ms. Peavey seconded the motion. Members by roll call vote were unanimous to approve the motion:

Mr. Colarusso, in favor

Ms. Cottler, in favor

Ms. Peavey, in favor

Health Director's Report

Ms. Hansbury provided the following updates:

- 115 School Street
There has been some attempt at work to address housing violations. Reinspection will be completed next week. Senior Care has this on their radar. Mr. Colarusso

asked if senior service help was available, Ms. Hansbury replied yes, adding that she will provide informational flyers to the occupant on Monday.

- 86 Summer Street
Complaint was filed regarding lack of heat and hot water. Inspection found the condominium has both heat and hot water.
- Food Inspections
All but three annual license holders have had food inspections
- Captain Dusty's Inspection Complaint
No further information is provided regarding the unscheduled inspector at the site.
- Public Health Excellence Grant
Hopefully that grant will be awarded. Required 5-year self-assessment completed.
- Mass In Motion
Gloucester is the holder of the Mass in Motion grant. It has floundered and our Council on Aging has a lot of money to use. Gloucester will use a 3rd party to work on a coalition of four councils on aging.
- Safety Skills Training
There were no sign ups for the training so it did not happen, will try again in the fall – possibly offering the training on Wednesday half school days. Mr. Colarusso asked that the Athletic Director be included in the communications due to sports schedules.

Town Administrator Greg Federspiel

Mr. Federspiel met with the Board to discuss concerns about Town Hall restructuring. He shared that not much is being changed but that departments will be clustered to generate collaborations. Each cluster would have a facilitator/leader. Money has been parked in the Parks and Recreation Department on the recommendation of the Finance Committee. The council on Aging, Board of Health and Parks and Recreation will be clustered to change that the departments are flat. The clustering will not change that Ms. Hansbury is the Board of Health lead. Mr. Colarusso asked what the job of the cluster leader is. Mr. Federspiel replied that their goal will be to facilitate collaboration. He added that there is a request from the Finance Committee to have intergenerational goals. Also, there are no perfect matches for the clustering. Mr. Colarusso pointed out that the Board of Health had negotiated for years to get the current set up. He asked that the Town honor the existing agreement of the Memorandum of Understanding "MOU" between the Board of Health and the Select Board. He requested that any final plan be presented to the Board of Health for review. It was agreed to set a date for the Board of Health to provide an update to the Select Board, possibly on April 22nd.

Mr. Colarusso reminded of the Select Board resistance to the 2020 restructuring stating that at times the Select Board does not appreciate the separation. He added that he did not want to encourage increased involvement by the Select Board and does not want orders versus suggestions coming from the Select Board. He felt that there was a back door attempt by the Select Board to influence the Board of Health, including issues of tobacco control and rodenticides, noting that all five Selectpersons signed the citizen petition to revoke the Board of Health recent generational ban on tobacco. He said he took that action as a bad signal.

Ms. Cottler said she had heard that the Board of Health was moving to the Masonic Hall. She shared that she thought it was a bad idea to have the Board of Health go to another building as it is too interconnected. Mr. Federspiel said it was only having a nursing office at the site for occasional use. Ms. Cottler said that employee morale can suffer greatly from clustering, that she was concerned about highly confidential information of the Board of Health. She added that she could see elder affairs and recreation but questioned the Board of Health reporting to another department. Mr. Colarusso said he had concerns about the efficiency following a reorganization. Mr. Federspiel replied that he did not want to fix things that were not broken. Ms. Cottler noted that the depth of items covered by the Board of Health is amazing and that the consultant report did not reflect that. Mr. Colarusso thanked Mr. Federspiel for the MOU, noting it has changed services provided to the Town. Ms. Hansbury suggested a meeting with Mr. Federspiel, the new Town Administrator, and the Select Board prior to June.

Minutes

Ms. Cottler made a motion to approve the minutes of March 13, 2025 with 2 minor corrections on page (6). Ms. Peavey seconded the motion.

At 10:03 a.m. Mr. Colarusso made a motion to adjourn the meeting. Ms. Peavey seconded the motion. Members by roll call vote were unanimous to approve the motion:

Mr. Colarusso, in favor

Ms. Cottler, in favor

Ms. Peavey, in favor

As submitted,

Ellen D. Lufkin

Administrative Assistant

DRAFT