

TRI-TOWN HEALTH DEPARTMENT
Lee - Lenox – Stockbridge

Fee Schedule 7/1/2018

Permit Type	Fee	Implementation	Payable To
Septic			
Disposal Works Construction (NEW)	\$375.00	7/1/2018	Town
Disposal Works Construction (UPGRADE)	\$300.00	7/1/2018	Town
Disposal Works Construction (REPAIR/DECOMMISSION)	\$225.00	7/1/2018	Town
Disposal Works Installer	\$175.00	7/1/2018	Town
Perc Test (per hour)	\$120.00	7/1/2018	Tri-Town Health
Title 5 Inspection Witness Fee	\$250.00	7/1/2018	Tri-Town Health
Food Service			
<i>Food Establishment Permits</i>			
Prep Only, No Seating	\$115.00	7/1/2018	Town
50 Seats or less	\$215.00	7/1/2018	Town
51-100 Seats	\$315.00	7/1/2018	Town
101-150 Seats	\$415.00	7/1/2018	Town
151-200 Seats	\$615.00	7/1/2018	Town
201-300 Seats	\$715.00	7/1/2018	Town
300 Seats or More	\$815.00	7/1/2018	Town
<i>Retail Food Service Permits</i>			
100 square feet of retail space or less	\$100.00	7/1/2018	Town
101-500 square feet	\$200.00	7/1/2018	Town
501-1000 square feet	\$350.00	7/1/2018	Town
1001-2000 square feet	\$450.00	7/1/2018	Town
2001 square feet or more of retail space	\$600.00	7/1/2018	Town
<i>Other Food Service Permit Types</i>			
Bakery	\$100.00	7/1/2018	Town
Catering	\$100.00	7/1/2018	Town
Establishment Plan Review	\$200.00	7/1/2018	Town
Frozen Dessert	\$100.00	7/1/2018	Town
Milk and Cream (Dealer)	\$100.00	7/1/2018	Town
Milk and Cream (Store)**	\$100.00	7/1/2018	Town
Milk and Cream (Vehicle)	\$100.00	7/1/2018	Town
Mobile Food Vendor	\$100.00	7/1/2018	Town
Pasteurization	\$100.00	7/1/2018	Town
Public Schools and Churches	\$25.00	7/1/2018	Town
Special Event (Short Term)	\$50.00	7/1/2018	Town
Special Event (Farmer's Markets)	\$75.00	7/1/2018	Town

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Other Permit Types			
Beach	\$100.00	7/1/2018	Town
Biological Waste	\$100.00	7/1/2018	Town
Emergency Beaver Trapping	\$100.00	7/1/2018	Town
Funeral Director	\$75.00	7/1/2018	Town
Garbage Hauler	\$250.00	7/1/2018	Town
Swimming Pools/Hot Tubs Public and Semi-Public	\$100.00	7/1/2018	Town
Septage Hauler	\$210.00	7/1/2018	Town
Tanning	\$135.00	7/1/2018	Town
Tobacco	\$500.00	7/1/2018	Town
Well Construction Permit	\$200.00	7/1/2108	Town
Hotel, Motel, Mobile Home Parks			
6-10 Units	\$100.00	7/1/2018	Town
11-20 Units	\$125.00	7/1/2018	Town
21-50 Units	\$150.00	7/1/2018	Town
51-100 Units	\$175.00	7/1/2018	Town
101-200 Units	\$200.00	7/1/2018	Town
201-500 Units	\$225.00	7/1/2018	Town
Residential Day Camp			
50 Campers or Less	\$150.00	7/1/2018	Town
51-100 Campers	\$200.00	7/1/2018	Town
101-200 Campers	\$320.00	7/1/2018	Town
201 or more Campers	\$500.00	7/1/2018	Town
Water Testing			
Ice	\$40.00	7/1/2018	Tri-Town Health
Ice Resample	\$40.00	7/1/2108	Tri-Town Health
Pool/Hot Tub	\$40.00	7/1/2018	Tri-Town Health
Pool/Hot Tub Resample	\$40.00	7/1/2018	Tri-Town Health
Well	\$40.00	7/1/2018	Tri-Town Health
Beach	\$40.00	7/1/2018	Tri-Town Health
Water Testing Out of Town	\$50.00	7/1/2018	Tri-Town Health
Late Fees and Surcharges*			
Late Fee Processing			
0-15 Days late	\$100.00	7/1/2018	Town
16-30 Days late	\$150.00	7/1/2018	Town
31-45 Days late	\$200.00	7/1/2018	Town
46+ Days late	\$250.00	7/1/2018	Town
*See Surcharge Compliance Schedule on the following page for a complete description of surcharge fees.			
** If a permit holder obtains a retail food permit of 500 square feet or less, the Milk and Cream (Store) permit fee will be waived.			

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Tri-Town Health Department
Compliance Based Surcharge Policy for Health Department Inspections

5/23/2018

The Tri-Town Health Department maintains compliance in the communities it serves, however the Department continues to respond to a number of complaints that exceed the standard, mandated requirements per establishment. These additional inspections are based upon community complaints and Health Department inspections that include restaurants, housing, hotel/motel/lodging and other public health related services that upon inspection result in non-compliance with regulations, follow-up with owners and managers, additional inspections, hearings, meetings, closings, re-opening inspections, and additional administrative time and costs. The goal is to maximize compliance of our permit holders, ease the burden of additional oversight and to control costs incurred by habitual offenders.

To recover and control actual costs associated with numerous inspections and related actions the Tri Town Board of Health is requiring the implementation of a compliance-based surcharge that will also incentivize permitted establishments to achieve compliance.

The rationale for a surcharge structure is to place the financial burden squarely on those that contribute most directly to the increasing cost of health department services beyond the fees collected through permitting. Annual permits are currently issued with a specified fee. Fees cover the direct and indirect costs of permit processing and required health inspections per year.

Current practices allow for the number of mandated restaurant inspections – twice annually – as well as an unlimited number of re-inspections that may be associated with non-compliance, complaints and/or referrals from other departments. The fees only recoup the costs of two inspections per year. It is unfair for establishments that consistently meet sanitary standards and remain in compliance to pay the same fees as those that require considerable time, energy and resources devoted beyond the norm.

It is both fair and equitable that establishments which by reason of negligence and non-compliance should pay some if not all the additional costs incurred by the expenditure of added time and resources by the Health Department. In the absence of a system of compliance surcharges, it would be neither manageable nor fair to have establishments in good standing subsidize the costs associated with those that are not. This surcharge policy is an effort to maximize our level of compliance, ease the burden of additional oversight and allow the member towns to recoup actual costs from those that require additional resources.

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Surcharge Compliance Schedule

A. 50% surcharge of permit cost for:

- a. Investigation of Food-Borne Illness when an establishment is found to be responsible.
- b. An order to correct issued by Health Department for Non-critical code violations.
- c. General consumer complaints that are valid for lodging, hotel/motel, and housing.
- d. Trash violations found based on consumer complaints (outside of the normal twice per year inspection for food establishments)
- e. Smoking/General nuisance consumer complaints (outside of the normal twice per year inspection for food establishments).

B. 75% surcharge of permit cost for:

- a. Validated consumer complaints where violations exist (outside of the normal twice per year inspection).
- b. Where more frequent inspections are required by an Order to Correct, per inspection.

C. 100% surcharge of permit cost for:

- a. An order to correct for **critical code** violations of food code.
- b. A mandated re-inspection is required for **critical code** violations found.

D. 200% surcharge of permit cost for:

- a. A Board of health hearing to determine permit suspension/fines/and/or revocation
- b. A show-cause hearing is required in court to gain compliance.

E. Late Fees: See Permit Fees/Service Schedule

Under the compliance-based surcharge policy, whenever an action is identified above, an appropriate notation will made in the permit file and establishment will receive a bill for each surcharge it is assessed. When the subsequent permitting cycle year occurs, all permit applications will not be processed until such time all applied surcharges from the previous year are paid.

Fee schedule for food establishments shall only cover direct and indirect costs of permit processing and two inspections per year only.