

**Board of Health  
Meeting Minutes  
January 4, 2022  
Arcand Meeting Room  
Remote Meeting via Zoom Video**

**PRESENT**

Chairperson: Kelly McGovern  
Vice Chairperson: Vincent Forte, Jr.  
Member: Patricia Leclair  
Health Agent: Bruce Wilson, Jr.  
Minutes Clerk: Laura Renaud (remotely)

**ABSENT**

Food & Tobacco Inspector: Robert Griffin III

**CALL TO ORDER**

Ms. McGovern called the meeting to order at 7:00 PM.

She stated they would not be following the agenda as written but would be speaking with the management of The Charles Apartments as there has been issues that need to take care of. Fired Deputy Milot and Building Commissioner Aicardi were also in attendance for this topic. Mr. Forte explained when he was covering for Agent Wilson, he had many complaints at The Charles. The trash dumpsters were overflowing, trash bags all near carports, many bags of dog waste. He cited them each day. This has been ongoing for many months. Mr. Forte spoke with the maintenance of The Charles. Commissioner Aicardi stated they have been dealing with this for a year. The Inspectional Services Department has been getting many calls. The problem is they need to bring in some experienced help at the apartments. There is no one in the office. Upper management has not been in touch. The Inspectional Services Department is not and will not be responsible for management of their property. This is a serious problem and if it is not fixed, they will be going to court until it is. It is not fair to the tenants nor his department.

Matt Sussman of JRK Properties was in attendance by Zoom. He explained they have had a revolving door of management. They are experienced but not working out. He agreed it should not be the towns problems. They have not received any correspondence except for one apartment. He will give his direct information so the town will have a contact. Mr. Sussman explained a new experienced manager is starting the following Monday. They will have 2 maintenance people and will be adding a 3<sup>rd</sup>. They have an extra dumpster. They will have a temporary groundskeeper until another one can be hired. The trash procedure will be changed. A single compactor will be onsite and then separate bins for each building. He stated it is their responsibility and they will take full control.

Jim Bowman, General Counsel for JRK stated he has been with this company for 10 years. Staffing is a big problem currently. He stated they do care about staff and tenants. A direct line should be open. The tenants can call the tenant relation department if they are not getting onsite help. The communication needs to be redirected. Commissioner Aicardi stated there are safety issues with clutter issues and lighting. A meeting was planned for the next week with Mr. Sussman, Commissioner Aicardi, and the new management. Mr. Sussman stated that all calls need to go through their system directly. He would like to be a point of contact.

Deputy Milot stated they have approximately 25 calls a month: water leaking, smoke detectors beeping all night. Management has not been helpful. After January the company will be charged for non-emergency calls. The tenants need an immediate response after hours. Mr. Sussman stated there is a 24 hour on call system. They will email all tenants, hand out flyers and post on their bulletin boards the instruction kit if there are any problems. They will have an extra person on the office side and an extra maintenance person. If there is a digital complaint put in the tenant gets a notification and another notification when it is closed. It should be clear to them by email.

Mr. Wilson stated a work order was put in for raw sewerage coming up through the sink. She did put in a work order with no response. This is a serious complaint. Mr. Forte took photos and spoke with the person on site. Mr. Sussman stated this should not have happened. If it was heard and closed the tenant would know. Mr. Forte stated a tenant was told they had to find some help on their own and pay for it themselves and it would be taken off rent. Mr. Sussman stated this is not true and would never happen. JRK management stated they do hear the complaints. At this time, they put extra dumpsters that has been filled and dumped 3 times, a temporary laborer will be monitoring trash daily. The current compactor will be replaced by a more powerful one. Also, they may put dumpsters around the property. They will work with the trash company to fully resolve all these problems. Mr. Wilson stated a list should be made as to what the tenants can put in the dumpster and what they can take to the recycling center. Mr. Sussman will check with their dumpster company. He also stated that Mr. Wilson has his cell phone number (631-707-4799) and email [msussman@jrk.com](mailto:msussman@jrk.com) and the town can call him anytime. He stated the new staff and procedures put in place should help.

### **MINUTES**

Mr. Forte made a motion to approve the minutes from the December 21, 2021, as written. Ms. McGovern seconded, and the motion carried.

### **UPDATES**

#### Covid Policies and Procedures

Agent Wilson stated the new Senior Tax Worker was doing a great job at helping with the contact tracing. Ms. McGovern stated she would be able to help if needed.

### **NEW BUSINESS**

Agent Wilson updated the Board that the resident Mr. Sullivan of 41 Carrier Street is requesting information pertaining to litter complaints on his property.

The Board reviewed and signed the 2021 Annual Report.

They will revisit the number of Body Art Establishments allowed at the next meeting.

### **OLD BUSINESS**

#### Donation Bins - Regulations and Application

The Board discussed what amount of land area that would be best for requirements on the regulations. The land area will be 20,000 square feet. Anyone at this point would be grandfathered but, in the future, it would not transfer to a new owner. There would be no vacant

lots. There was discussion on the time frame they will allow clean up. The Board concluded that there will be a maximum number of 50 bins in town. Under Section 9-Violations, items must be removed within 24-48 hours. Under Section 10.2 – Enforcement, a written warning will be given by mail, email or in person.

#### Health Agent Coverage – Special Employee Status

The Board was given information as to the steps a Board Member would have to take to become a paid part-time employee. Mr. Forte would review the information and decide if he would continue as a volunteer to help when Agent Wilson wasn't available or follow the process to have special employee status when needed. It could be discussed at the next meeting.

### **CORRESPONDENCE**

The Board reviewed and acknowledged the new owners of the Bellingham Bulletin and the January Employee Calendar.

### **BILLS**

Ms. Leclair made a motion to approve a payment to Robert Griffin III/Griffin Enterprises Holding Company for \$2500.00 for Food and Tobacco Inspections. Mr. Forte seconded, and the motion carried.

### **BETTERMENT LOANS**

The agreements were put on hold as Agent Wilson explained they would like to put together a spreadsheet to better explain the payment schedule for the applicants.

### **GOOD AND WELFARE**

Ms. McGovern stated at the next meeting they need to discuss dogs (other than service dogs) that are going in retail stores. She met up with some shoppers that were very irate about not letting them have their dogs in Walmart. They stated they were therapy pets. She spoke with a service desk employee at Walmart, and they thought they were allowed. Ms. McGovern stated they as a Board need to make this clearer to the stores. This BOH follows state laws. Mr. Wilson felt that if they could get a few towns involved to create a regulation it may better.

### **ADJOURNMENT**

Mr. Forte made a motion to adjourn the meeting at 8:25 PM. The motion was seconded by Ms. McGovern and the motion carried.

Respectfully Submitted,

Laura Renaud  
Minutes Clerk

Approved 1/25/22

