

Board of Health Meeting Minutes 11/02/2017

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BOARD OF HEALTH

November 02, 2017

Minutes

PRESENT

Chairperson: Tricia Leclair
Vice Chairperson: Kelly McGovern
Member: Vincent Forte, Jr.
Health Agent: Michael Catalano
Minutes Clerk: Tina Griffin

CALL TO ORDER

Ms. Leclair called the meeting to order at 7:30 pm.

MINUTES

Ms. McGovern made a motion to approve the minutes from the October 19, 2017 meeting, as submitted. Mr. Forte seconded and the motion carried.

7:40 PM - PUBLIC HEALTH NURSE

Ms. Patricia Parent was present at tonight's meeting to discuss the flu shot administration fees with the Board. Ms. Parent talked about the actual cost of the flu shot that is offered at the clinics and the billing process for them. Ms. Parent also made the Board aware that she does not receive payment directly to her for the administration of the flu shots. Instead, any money that is collected through the insurance companies is put into a "Revolving Vaccination Reimbursement Fund," in order to purchase the flu shots and supplies for the following year.

Ms. Leclair asked Ms. Parent if she could possibly provide the Board with timesheets, as the previous Public Health Nurses have done. Ms. Parent said she would gladly prepare monthly timesheets and submit them to the Board of Health so that Board Members can see what events and services she has been providing in town.

8:10 – FOOD INSPECTOR

Mr. William Fisher came into the meeting tonight at the request of the Board to discuss the delays in getting reports to the Board of Health after inspections. Mr. Fisher advised the Board that if there is ever a situation that needs to be addressed at an establishment, he immediately calls Mr. Catalano to let him know about the findings. The Board discussed a suitable timeframe to get the inspection reports into the office instead of waiting until a few of them accumulate before mailing. Ms. Leclair told Mr. Fisher that reports should be into the office within 30 days from the inspection date. Mr. Fisher said that is a reasonable standard and said that he would make sure the originals are mailed or brought into the office within 30 days from the inspection date.

TOBACCO

The Board discussed the current Tobacco age limit and if the limit should be raised from 18 to 21. Ms. Leclair asked to revisit this topic in April of 2018 and the Board members agreed.

OLD BUSINESS

Planet Aid Donation Bins:

Ms. Leclair did some research on the Planet Aid Collection Bins to see if they should have them removed from properties that do not maintain around them. Ms. McGovern asked Mike to check on the timeframe established in the bylaws for the "Litter Law." The Board also discussed the possibility of issuing fines for property owners that do not maintain the area around the collection bins.

Mr. Catalano advised the Board that he would get the information on the fines and litter law and re-discuss this topic at the next meeting.

CORRESPONDENCE

Livestock Update:

Mr. Catalano told the Board that a constable has been hired to serve the paperwork and fine to Mr. Machado of 93 Salisbury Street for his livestock violations. A copy of the letter and fine was provided to Board members for review. Mr. Catalano told the Board that he will be in touch with Town Council to see if the livestock can be legally removed from the home by the animal control officer if the violations are not addressed.

Marijuana Ballot Questions:

The Board discussed a possible town meeting article to see if the town should amend its Zoning Bylaws. Sample ballot questions were given to Board members for discussion and review. Board members agreed to continue this discussion with Town Council at the December 14, 2017 meeting.

Volunteer Release Form:

Human Resources Director, Beth Smith, sent copies of the Volunteer Release Form that should be filled out and signed by any person volunteering at the Earth Clean-up day or other events. The Board reviewed the release form and agreed that all volunteers should have to sign this release form. Ms. McGovern stated that copies should be given out to volunteers ahead of time so that minors could have their parents fill out and sign these forms.

HEALTH AGENT UPDATES

Complaint Log:

Board members reviewed new and previous complaints that have come into the Board of Health office since the last meeting. Mr. Catalano discussed some details of the most recent complaints and updated the Board on the status of these issues.

Market Basket:

Mr. Catalano discussed some of the complaints regarding temperatures in the Market Basket refrigerated food areas. Mr. Forte told the Board that he has gone in there many times and checked items that were not stacked appropriately which causes food temperature issues. The Board agreed to monitor this location and revisit this topic at a future meeting to discuss the findings.

BILLS

A motion was made by Ms. McGovern to pay \$111.00 to Techpro Publications for the November issue of the Bellingham Bulletin advertisements. Mr. Forte seconded and the motion carried.

A motion was made by Ms. McGovern to pay \$400.00 to Marilyn Edge for 27 tobacco product inspections. Mr. Forte seconded and the motion carried.

A motion was made by Ms. McGovern to pay \$21.91 to W.B. Mason for office supplies. Mr. Forte seconded and the motion carried.

A motion was made by Ms. McGovern to pay \$675 to Michael Sarasin for multiple food inspections. Mr. Forte seconded and the motion carried.

A motion was made by Ms. McGovern to pay \$60.00 to Constable, Roland Martinelli for the services at 93 Salisbury Street. Mr. Forte seconded and the motion carried.

BETTERMENT LOANS

Ms. McGovern made a motion to approve the signing of the Betterment Application for the Short Family of 398 Hartford Avenue and to record the information at the Registry of Deeds.

Mr. Forte seconded and the motion carried.

Application was signed and signatures were notarized.

PLANS TO REVIEW

A septic plan for repairs at 17 North Street was reviewed by the Board.

Mr. Forte made a motion to approve a local upgrade request for 17 North Street as noted:

- Local upgrade request to offset the SAS (Soil Absorption System) from the seasonal high groundwater from 4' to 3' per 310 CMR15.405(i)

Ms. McGovern seconded and the motion carried.

A septic plan for repairs at 16 Lakeshore Drive was reviewed by the Board.

Mr. Forte made a motion to approve a local upgrade request for 16 Lakeshore Drive as noted:

- Local upgrade request for the location of the system to be 5.1' from the abutting property instead of the 10' requirement per 310 CMR15.405(1)(a)
- Local upgrade request for the reduction of the system setback to cellar from 20' to 12'7" per 310 CMR15.05(1)(b)
- Local upgrade request to increase the system depth from 3' to 4'6" per 310CMR15.405(1)(b)
- Local upgrade request to reduce the system size from 25% to 21% per 310 CMR15.405(1)(c)
- Local upgrade request to reuse the existing undersized tank per 310 CMR15.404(2)

Ms. McGovern seconded and the motion carried.

ADJOURNMENT

The Board discussed the meeting scheduled for the month of December. Board members agreed to have one meeting in December instead of the two that are scheduled.

Ms. McGovern made a motion to cancel the meetings for December 7th and December 21st and instead have one meeting in the middle of the month on December 14th.

Mr. Forte seconded and the motion carried.

Ms. McGovern moved to adjourn the meeting at 9:40 pm. Her motion was seconded by Mr. Forte and carried.

Respectfully Submitted,

Tina M. Griffin
Tina M. Griffin

NEXT MEETING IS NOVEMBER 16, 2017 AT 7:30 PM