

## **BOARD OF HEALTH**

December 06, 2018

### **Minutes**

#### **PRESENT**

Health Agent: Michael Catalano

Chairperson: Kelly McGovern

Vice Chairperson: Vincent Forte, Jr.

Member: Tricia Leclair

Minutes Clerk: Tina Griffin

#### **CALL TO ORDER**

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

#### **MINUTES**

Mr. Forte made a motion to approve the minutes from the November 15, 2018 meeting, as submitted.

Ms. Leclair seconded and the motion carried.

#### **INTERVIEWS - MINUTES CLERK**

The Board interviewed possible candidates for the Minutes Clerk Position that is posted on the Town website. Board members did not make a decision at tonight's meeting as they still have more candidates to interview. Ms. Renaud will schedule the additional applicants for interview at the next Board of Health meeting on December 20, 2018.

#### **TOBACCO**

Board members reviewed a letter that was sent by Tobacco Agent, Marilyn Edge regarding the upcoming compliance checks. Mr. Catalano will contact Ms. Edge to let her know that the Board agrees with the timeframe and buyer they will be using for the compliance checks.

#### **NEW BUSINESS**

##### **15 CROSS STREET**

BJ Carlucci was present at the meeting to discuss the current septic / sewer situation with his property located at 15 Cross Street. The current private septic system at this property will not pass Title V. However, instead of replacing the private sewer system, the house will have the option to connect to the town sewer system in the upcoming months. Mr. Carlucci would like to sell the property, as all renovations are complete, with the exception of sewer tie in. Mr. Forte made a motion to approve the enforceable agreement for a sewer hookup, to keep \$2,250 in an account for sewer tie in and \$12,000 in a separate account if the sewer is not completed and the private septic system needs replacing. Ms. Leclair seconded and the motion carried.

#### **CORRESPONDENCE**

Board members reviewed a copy of the 2020 Policy Statement and Budget Request.

The Board acknowledged and discussed the employee calendar for the month of December.

## **GOALS**

### **NAIL SALONS**

Mr. Catalano told the Board that the Nail Salon Regulations are being put together. The Regulations will be presented to the Board for review at the next Board of Health meeting.

### **HEALTH AGENT UPDATES**

#### **398 HARTFORD AVENUE**

Mr. Catalano updated the Board about Ms. Short and the property at 398 Hartford Avenue. Ms. Short is currently petitioning the condo association and the residents to see if they will grant her an easement to be able to tie into Town sewer. Ms. Short will update the Board as soon as she gets an answer from the condo association at Caryville Crossing.

### **NEW AND PREVIOUS COMPLAINTS**

The Board reviewed new and previous complaints that have come into the Board of Health office since that last meeting, held on November 15<sup>th</sup>. Mr. Catalano discussed some of the issues and specific complaints that he has been personally dealing with.

### **55-57 BOX POND ROAD**

Mr. Catalano updated the Board that the Conservation issue at this location has been resolved and it will be tested on Tuesday. Mr. Catalano will have an update for the Board at the next meeting.

### **MEHA – FOOD RECALL PERMIT CHANGES**

There is a seminar coming up on December 13, 2018 that Mr. Catalano will be attending with the two Food Inspectors – Mr. Sarasin and Mr. Griffin.

### **FOOD RECALLS**

The list of recalled foods has been updated and links have been added to the Town website that will bring you right to the Recalls.gov website with all the current recall information.

### **FOOD INSPECTOR – ROBERT GRIFFIN III**

Mr. Griffin was present at tonight's meeting to let the Board know he has completed his ServSafe Certification and received his certificate. Mr. Griffin has also met with Human Resources and completed his pre-employment physical and testing. He will be attending the MEHA Seminar next week and has received a copy of the Food Inspector schedule that he will begin this week. The Board signed Mr. Griffin's Application for Appointment. Mr. Griffin will start doing inspections from his schedule this week.

## **BILLS**

A motion was made by Mr. Forte to pay \$27.96 to WB Mason for Office Folders. His motion was seconded by Ms. Leclair and carried.

A motion was made by Mr. Forte to pay \$250.00 to MEHA (Massachusetts Environmental Health Association) for Mr. Catalano, Mr. Sarasin and Mr. Griffin to attend the training on December 13, 2018. Ms. Leclair seconded and the motion carried.

### **BETTERMENT BILLS**

Mr. Forte made a motion to pay a Betterment Bill in the amount of \$250.00 to Land Planning and Marilyn Short of 398 Hartford Ave for attendance at the Conservation Meeting. Ms. Leclair seconded

and the motion carried.

**BETTERMENT LOANS**

The Betterment Loan application and income verification for 12 Bliss Road was reviewed by the Board. Board members accepted and signed the application. This address will be added to the Betterment Loan list.

**ADJOURNMENT**

Ms. Leclair made a motion to adjourn the meeting at 8:56 pm. Her motion was seconded by Mr. Forte and carried.

Respectfully Submitted,

*Tina M. Griffin*  
Tina M. Griffin

**NEXT MEETING IS DECEMBER 20, 2018 AT 7:30 PM**