

BOARD OF HEALTH

July 19, 2018

Minutes

PRESENT

Chairperson: Kelly McGovern

Vice Chairperson: Vincent Forte, Jr.

Member: Tricia Leclair

Health Agent: Michael Catalano

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 June 21, 2018 meeting, as amended.

Ms. McGovern seconded and the motion carried. Ms. Leclair abstained from the motion as she was not present for the June 21st meeting.

TOBACCO

Board members reviewed and discussed the letter submitted by Tobacco Agent, Marilyn Edge regarding her recent "Smoke Free Workplace Inspections."

Ms. Edge reported that she did not find any evidence of violations during any of her inspections.

NEW BUSINESS

ROSEWOOD DAIRY / MICHAEL FABIANO

Mr. Catalano told the Board that Mr. Fabiano has been sent a letter stating that the soft serve ice cream machine needs to be tested. Mr. Catalano suggested that the first letter should be followed up with another notice stating that the soft serve ice cream sales would have to be suspended if the machine is not tested within 5 business days. Mr. Fabiano was present at the meeting and informed the Board that he has made contact with the testing company and they are scheduled to come out to the establishment tomorrow morning (Friday, July 20th) for the test. Mr. Fabiano also told the Board that the results should be available at the beginning of next week.

Mr. Catalano stated that he would follow up again in the morning with the testing company to confirm everything is on schedule.

OLD BUSINESS

TRASH – ROADSIDE AND COMMERCIAL PARKING LOTS

The Board discussed notices that have been mailed out to some of the Commercial Parking lot owners to remind them of their responsibility to keep their parking lots clean and free of litter / debris.

STEALTH CAMERA

A copy of receipt for the order of a Stealth Camera was provided to the Board for review. A camera was ordered on July 17th and is expected to be delivered by July 25th. The location for camera placement will be discussed by the Board and the camera will be monitored by Mr. Forte in an effort to prevent more litter from being left in certain problem areas of Town.

TATTOO / MICROBLADING LICENSING

Ms. McGovern reviewed the current Tattoo / Microblading regulations that the Town uses and suggested some revisions to the way that permits and licenses are granted.

The Board discussed some possible changes that will need to take place for both the Establishments and people applying for permits and licenses.

Ms. McGovern recommended speaking to Town Council about the regulations and requirements before suggesting changes to the current regulations.

Mr. Catalano also told the Board that there is a list he goes by when doing pre-inspections of these establishments and will provide a copy of the list to the Board members for review.

CORRESPONDENCE

The Board reviewed a copy of the notices that were recently sent out to local businesses with the Big Hearted Books and Clothing Bins located on their properties. Recently, that organization has filed for bankruptcy and the bins need to be removed from these properties. It was also noted that Planet Aid is supposed to be picking up these containers and replacing them with their yellow collection bins that they have in other locations around Town.

HEALTH AGENT UPDATES

COMPLAINT LOG

A copy of the updated complaint log was given to all Board members. Mr. Catalano discussed complaints that have come into the Board of Health since the last meeting on June 21, 2018.

FOOD INSPECTORS

Mr. Catalano advised the Board that the Food Inspectors have completed their physicals and all the necessary paperwork to continue working with the Board of Health, under the Town's payroll.

The Board also went through the Food Inspectors schedules to discuss which establishments are due for Inspection.

MHOA CONFERENCE

Board members acknowledged and discussed the MHOA (Massachusetts Health Officer's Association) Conference that is coming up in November.

DISCUSSION

HEALTH AGENT WORK SCHEDULE

Mr. Catalano told the Board that he will let them know in advance of any vacation days he plans on using or if sick days come up. Emails will be sent to all Board members with any vacation updates.

ADMINISTRATIVE ASSISTANT REVIEW

The Board discussed the employee review for Administrative Assistant, Laura Renaud. Ms. McGovern said they would complete Ms. Renaud's review during a brief Executive Session, on a day that works best for Ms. Renaud.

DUST CONTROL

Mr. Forte discussed some concerns he has with dust control for both commercial and private lots. Mr. Forte is concerned that it is unhealthy for people to be inhaling dust particles that are airborne when not properly maintained on certain sites. Mr. Forte would like to visit this discussion again at a later date.

BETTERMENT FUNDS UPDATE

Mr. Catalano advised the Board that the deposit has been made into the Betterment Funds account for current and future septic systems that need replacement or repair.

BILLS

A motion was made by Ms. Leclair to pay \$750.00 to Michael Sarasin for Food Inspections. Her motion was seconded by Mr. Forte and carried.

A motion was made by Ms. Leclair to pay \$150.00 to Marilyn Edge for recent Smoke Free Workplace Inspections. Her motion was seconded by Mr. Forte and carried.

BETTERMENT LOANS

Mr. Forte made a motion to approve the Betterment Loan agreement for Mr. & Mrs. Leenhouts of 57-59 Blackstone Street. Ms. Leclair seconded and the motion carried. The agreement was signed by the Board and notarized and will be recorded at the Norfolk County Registry of Deeds.

PLANS

1 LIBERTY STREET

Mr. Forte made a motion to approve the plan for a septic system at 1 Liberty Street with the following local upgrade approval:

- 310 CMR 15.405(1)(b) to allow for a 10' offset from the cellar wall for the leach field and a 5' offset from the cellar wall to the septic tank.
- 310 CMR 15.405(1)(h) to allow for a 3' to groundwater separation.

Ms. Leclair seconded and the motion carried.

300 HARTFORD AVENUE

Mr. Forte made a motion to approve the new construction commercial septic plan for 300 Hartford Avenue. This location will be used for a storage center with attached office space. No variances required. Ms. Leclair seconded and the motion carried.

ADJOURNMENT

Mr. Forte made a motion to adjourn the meeting at 9:23 pm. His motion was seconded by Ms. Leclair and carried.

Respectfully Submitted,

Tina M. Griffin

Tina M. Griffin

NEXT MEETING IS AUGUST 09, 2018 AT 7:30 PM