

Board of Health Meeting Minutes

January 13, 2014

Present: Rich Maccagnano, Karen McManamon, Eric Dickinson and Ann McCobb.
Rich called the meeting to order at 7:30 p.m.

Motion: Rich Maccagnano motioned at 7:30 p.m. to leave public session for the purpose of entering into executive session to discuss litigation with the intent to return to public session, seconded by Karen McManamon.

Rich Maccagnano, Aye; Karen McManamon, Aye; Eric Dickinson, Aye.

The Board re-entered public session at 7:50 p.m.

Public Comment

None

Approval of Minutes

A motion was made by Karen and seconded by Eric to approve the 11/7/13, 12/5/13 and 12/11/13 regular BOH meeting minutes. All in favor.

Approval of Bills

The following bills were approved and signed:

Norfolk Ram-Covanta Compliance Officer, December	\$1,400.00
Norfolk Ram-Covanta Compliance Officer, November	\$140.00
Mayer, Antonellis, Jachowicz & Haranas, LLP	\$290.00
Mayer, Antonellis, Jachowicz & Haranas, LLP	\$804.75
Century Health Systems	\$390.00
Lisa Deering, Flu Vaccine reimbursement program	\$25.50

Health Director's Report

41 Pleasant Street: Electrical Inspector Bill Ericson re-inspected the wiring on the new electric service. Now N-Star must install a new meter. The wiring needs to be on a separate circuit and not on a tenants meter as it is currently. Installer Don Kramer called Jones Electric who did the work.

Revised Title 5: The revised Title 5 regulations from the State DEP were discussed as they apply to the proposed concession stand at the high school. Rich requested that the Board compose a letter explaining why this revised Title 5 will allow the concession stand to have a tight tank with this new revision.

Ann reminded the Board that the schools still fall under the auspices of the DEP. The Board agreed that the DEP and the town's legal counsel should review the Board's letter before they approach Keith Buday at the school. Rich would like the letter to be ready for the next BOH meeting.

Ann said Keith still needs to provide the Board with the recent water meter readings and the student population data.

Len Izzo, food inspector, entered the meeting.

Anthony's on the Green: Len, Ann & Rich had inspected Anthony's for pre-opening issues needing compliance. The facility was better than it had been before, but not 100% in compliance. The hood still needed to be cleaned. Service Master needed to clean the floor drains and between the equipment. They need to replace old dishwasher racks. A re-inspection will be scheduled for the week of January 27th.

Rich instructed Len, when he did this re-inspection, to issue fines on the spot for individual compliance items not completed. The contract between the town and Pinecrest doesn't specify whose responsibility it is to hire the cleaner. Rich said that contract wording is not the Board's concern. The Board must assure that the facility is safe and clean. Mike Ficco is the food permit holder so it is ultimately his responsibility to get it done.

Food for Senior Center: It is possible that food is being prepared for the Seniors' lunches on Wednesday and Friday through April at Pinecrest, by Beth Rossi. If so, Beth needs a permit to do this. The Zoning Inspector needs to be involved in this activity. Ann will check with Paul LeBeau about where the food is coming from.

Len defined "catering" for the Board, and stated it is often misunderstood. Food picked up is not catering.

Rich thanked Len for his extra efforts on Pinecrest.

Pre-opening bread delivery: Eric had sent an email to Ann about bread left on the door step at Casey's. Rich said Mangia also had bread left on the door step in the morning. Bread trays are left unattended out in the open at 6 facilities in town. Several facilities gave Mazarelli a key so the pre-opening delivery can be put inside.

Len and the Board discussed food regulations regarding pre-opening deliveries. Len cautioned to not make the regulations too complicated. Ann didn't want any regulations that can't be enforced. Rich wants Len to give the Board language for Holliston to have food regulations addressing the pre-opening deliveries and a previously discussed item to have a certified food protection manager on site at all times.

Rich made a motion to have a public hearing to create a local food regulation. Eric seconded. Karen abstained. Ann will schedule the public hearing when the regulation language has been written. Len will give it some thought and get back to us.

Pejamajo is closed and are there are discussions about its reopening. The owner Peter Savas had 2 issues that he resolved upon opening: the grease trap, and washable versus disposable plates. He chose disposable so he could have more seats in the facility, since the water use for take-out is 20 gpd, versus 35 gpd for sit-down restaurant. A new owner could choose to change that number if they want to reduce the seating. Ann will write a letter outlining the change of use procedure, and express that the Board is eager to help to speed the process along.

Dunkin' Donuts is planning a facelift to upgrade its appearance. Len reviewed the plans and requested some changes. He outlined the plans and his requests for the Board. Len said they needed a dump sink for the coffee and to rinse items. Rich said the septic problem Dunkin' Donuts is having is not a good reason to not have the appropriate number of sinks.

Len said they are also having icing problems with the cooler. He said they are planning to have the changes done on February 2nd. Rich asked if all Len's requested changes have been added, and Len said yes.

Update Food Permits:

Berry Bon Bon will open in March.

Dolce Temp will open in May.

Lion's Club's Wine Beer Bourbon & Chocolate event on February 13th; food is donated by Mike Ficco. Board's policy requires a letter from current food permit holder with menu. The tickets will include the food.

Country Liquors will be changing owner.

There will be a Hoagie event on 2/2/14.

Len left the meeting.

Budget: There are budget over-runs for legal and Title 5 line items. The Board asked if the Finance Committee might help with the legal funds. The Title 5 inspections during Ann's vacation were greater than expected. With Graf gone, the \$1,200 budgeted for him hasn't been touched, but that still won't cover the shortage, and we are only half way through the year. Those funds can't be transferred until the last 3 weeks of the fiscal year.

The Board asked if we had insurance for legal expenses, and Ann said we do not.

Covanta Compliance report: Going forward, Rich would prefer the Compliance Officer used the words "In compliance" rather than "Appears to be in compliance." Ann will request that Covanta sends the money needed to pay for the Compliance Officer.

All Boards Meeting is scheduled for Thursday January 16th.

Region 4 A money available and items were discussed for purchase.

Emergency Planning seminar was attended by Craig Denman. Ann will send that info to the Board electronically for their review.

Summit Point: Rich Westcott has recently walked the project that was started 13 years ago to determine what still works and what doesn't. The plans call for 4 bedroom homes on the minimal 40,000 sq.ft. lots, in a nitrogen sensitive area, located on heavily salted road. There needs to be a formal review of Summit Point and the water supply plans.

Composting facility: Mike Brumber will be invited to the next meeting to discuss his plans for a composting facility across from his Lowland Street location. It will be an informal chat for him to show a map or plan of his proposed composting facility. DEP is encouraging this recycling and there are lots of landscapers in town. Brumber has hired professional advisors.

Board reorganization: Rich suggested it was appropriate for Karen to assume the role of Chairman and Eric as Vice chairman and the Board discussed the logistics.

Motion: Rich motioned that Karen become the Chairman and Eric the Vice Chairman of the Board. Karen seconded. Passed unanimously.

Board Member Comment

None

Karen motioned to adjourn the meeting. Rich seconded, and passed unanimously.

Respectfully submitted:

Ann Adams, Health Department Clerk

Approval Date: 2-20-14