

# Board of Health Meeting Minutes

## May 1, 2014

Present: Eric Dickinson, Karen McManamon and Ann McCobb. Rich Maccagnano was absent.  
Karen called the meeting to order at 7:33 p.m.

### Public Comment

None

### Approval of Minutes

The 4/24/2014 minutes were amended to change the words "CPC" to "Holliston Housing Trust" in the first paragraph, page 1, under **Town Meeting Warrant**.

**A motion was made by Karen McManamon and seconded by Eric Dickinson to approve the 4/24/2014 meeting minutes as amended. All in favor.**

### Health Director's Report

**Table Top Exercise:** Ann McCobb told the Board about an upcoming table top exercise on 5/14/2014 from 8:30 – 4:00. She said these are a good test of our capability dealing with infectious disease. No one from Holliston will be attending this exercise.

**Town Meeting:** The Board is posted for 7:15 on Monday, 5/5/2014 at the Holliston High School.

Ann McCobb distributed a copy of the compensation package from the Board of Selectmen (BOS) as well as the final warrant. Paul LeBeau integrated the salary increase voted by the BOS. The Board had put in for a 1% and this new increase is approximately 2%. It is an increase across the whole salary table.

The Article 10, item 14 involves the Board of Health; regarding the inoculation account. Ann said the Board should be prepared to explain who it serves and she will send a brief explanation to the Board. We purchased 400 doses last year and have reserved the same number for the up-coming flu season. This is the only BOH article except the omnibus budget.

**Job Descriptions:** Karen McManamon retooled the Health Director job description to reduce the length and the redundancies. The Board reviewed and discussed the Health Director and the Health Agent job descriptions at length, essentially re-writing the Agent position.

The Director would be a full time position; the Agent hours have not been discussed.

Ann McCobb checked the MAHB and MHOA websites for job posting and specific criteria for posting advertisements. Job advertisements were reviewed and discussed also. Everyone preferred shorter advertisements. Eric Dickinson said he would check out other possible advertising sites. The Board would like to advertise as soon as possible.

**E-cigarettes:** The Board discussed adapting the existing Tobacco Regulations to include E-cigarettes allowing no purchasing for minors under 18 years. DJ Wilson, attorney for MMA, advised Ann McCobb that there have been changes to a few areas of tobacco regulations and gave her some recommendations. The Board may need to update the definition of a tobacco product. She told the Board she would send them the updates and state regulation samples for their review. Currently tobacco sales require permits but nicotine delivery does not so anyone can sell e-cigarettes.

**Food Regulations:** Karen McManamon does not want to eliminate section 8.00 recommended by Food Inspector Len Izzo. Len told Ann McCobb that it did not pertain to almost all of Holliston establishments. Ann Explained Len's reasoning, saying that a PIC should suffice and showed the Board this area of the inspection form pertaining to the PIC. Karen said she trusts Len's advice and opinion. The Board will review the regulations for the next meeting.

Rich Maccagnano had asked about hood cleaning. Ann McCobb spoke to the Fire Chief and the requirement falls under fire code. Cleaning is required every 180 days. When Len does his inspection, he checks the date on the hood cleaning sticker to ensure compliance.

**Holliston Cleaners:** Ann McCobb has been working with the State, Harry Kampersal and the new owners of Holliston Cleaners to help them comply with regulations. John Stapler, DEP, is planning a site visit with Ann. The Boston DEP was unaware of this and gave the Cleaners a fine of \$1,000 for non-compliance. Ann will work with John Stapler to help the new owners.

**Office Refrigerator:** We have been unable to stabilize the new refrigerator temperatures for the past month. The fridge temperatures have been in range between 2 - 6 degrees C but the freezer is out of range by not being -15 C or below. We will continue to monitor and investigate alternatives.

**DEA Take Back Day:** The police reported a very successful drug take back day.

**Mosquito control:** CMMCP has started their spring season and is reporting their actions to us.

**112 Mohawk Path, Lot 59:** Two years ago a certificate of compliance was issued with a \$2,000 bond agreement. The site has since washed out and the owner has added fill to the area, not in conjunction with the septic installer. Jose Martins, Toll Brothers, would like the bond returned and said they are not going to touch the site because the homeowner made changes to the property. In order for Ann McCobb to sign off on the certificate and return the bond the final grading must meet the terms of the approved plan. Jose may come to the Board to discuss the matter.

**Payroll:** Ann McCobb has asked the Board to allow Lisa Deering to sign the weekly payroll.

**41 Pleasant Street:** The Board has a meeting scheduled with Attorney Bill Mayer on 6/5/2014 and on Wednesday 6/11/2014 with Bill and Attorney Meltzer to discuss ongoing litigation.

**Zoning Issues:** There is no need for Board comment but Ann McCobb shared the most recent package with the Board:

- A lot division at 245 Fiske St.
- Appeal of decision – Hometown Automotive Service & Sales
- 1508 Washington Street – was residential, then commercial, and new owner wants to revert to a residential and commercial split.

**Complaint – 10 Colonial Way:** We have received our second complaint; there is debris in the yard, a dog being held on a chain, septic overflow. Ann McCobb visited the site with the Building Inspector and the Fire Chief. They saw lots of old furniture and rubbish all over the yard. Ann will write to the homeowners regarding the trash handling. No septage was visible at time of visit.

**Barn book:** Ann McCobb has requested Don Kramer, Animal Inspector, submit the barn book. Cheryl Rudolph inspected all the barns that do riding lessons.

### **Board Member Comment**

None

**Karen McManamon motioned to adjourn the meeting at 9:40 pm. Eric Dickinson seconded, and it passed unanimously.**

Respectfully submitted:

Lisa Deering, Health Department Clerk

Approval Date: 6-5-14