



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

The Board of Health Meeting Minutes

Date / Time / Location of Meeting	01-10-2018/ 7pm/ Room 127
Members Present	Robert Barrell; Beverly Salate; Michaun Fowler
Members NOT Present	N. Allen Harris
Guests	Celia Hartigan; Abby Graham (CMRPHA); Katrina Stanziano (PHEP – CMRPHA)
Welcome – Call to Order	Time: 7:00pm
Approval of Previous Minutes	
Motion Originator	Ms. Salate
Motion Seconded	Ms. Fowler
	Meeting minutes for December were reviewed, approved and signed.
Treasurer – Financial Report/Pay Bills	
Description	Bill submission was reviewed and signed by Mr. Barrell. Ms. Lee reported current account balance based on SoftRight financial report and receipts for December and January to date.
Motion to Accept	Ms. Salate
Motion Seconded	Ms. Fowler
Office Report	
Description	Ms. Lee updated the Board on:
Discussion	<ul style="list-style-type: none">- Current Title 5 projects and 2018 Permits: Greenhill Engineering plans to attend the February meeting to submit equipment documents for 385 Lancaster septic system project, as required by Finlay Engineering; a Perc test application was submitted and approved for 307 Lancaster Street by Goddard Consulting.- Change of Title 5 services to CMRPHA status – costs of Title 5 services for Finlay Engineering for FYs 2016, 2017, and 2018 to date were provided to Phil Leger to assist in providing a proposal to the Board. This will be on the Agenda for February's meeting. <p>Mr. Barrell asked Ms. Lee to research the Tobacco Regulations to confirm the cost of the first violation, so he can address this with the owner of the Xpress (Getty) station, who was issued a Violation by the CMRPHA Tobacco Inspector for sale to an underage customer.</p>

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NEXT TOPIC – Proposal for Blight Regulation

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Description	The Board of Selectmen requested a meeting with the Board of Health to discuss a proposed Blight Regulation, at 6pm on 02-14-18, prior to our regularly scheduled meeting.
Discussion	To determine if Board members will be able to attend.
Result	Present members indicated they will be able to attend the meeting as requested.

NEXT TOPIC – CMRPHA - Regional

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Description	CMRPHA regional monthly report was presented by Ms. Graham
Discussion	Ms. Stanziano from PHEP, presented the plan for Board participation in three-phase SNS drills. The Board reviewed the plans with her and ability to participate as requested. Both Ms. Salate and Ms. Fowler expressed interest in participating in the Facility Set-Up drill at the West Boylston Middle-High School. It was determined that Spring break would likely be the best time to schedule this.
Result	Mr. Barrell stated he will contact the school about scheduling and access. Ms. Lee will review Board contact information and e-mail Ms. Stanziano with corrections/updates. Mr. Barrell also asked Ms. Lee to contact Police Dispatch to provide them with the CMRPHA Duty Officer Pager number for use in after hour and weekend emergencies.

NEXT TOPIC – CMRPHA - Local

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Description	CMRPHA local monthly report by Ms. Graham
Discussion	Highlights: 12 routine inspections were performed; noting three critical violations; two of which were return inspections and resolved. Finder's Pub had two critical violations – a deli slicer had not been cleaned properly, packaged food was stored on the floor, also a cutting board needs replacement. Il Forno V was re-inspected for cleaning and this was completed. AJ's Pizzeria was re-inspected for failure to wear protective gloves and this was resolved, although Ms. Graham noted they were resistant to compliance. There were four complaints addressed: The nuisance complaint was investigated for 71 Newton Street - there was no evidence found of a leaking sewage pipe, multiple cardboard boxes in the front yard had been cleared, and there was no evidence of rodents at that address; a complaint about The Manor's trash possibly causing a rodent problem at 45 Franklin Street was investigated and no evidence of open trash or rodents was found at the Manor; a complaint about a noisy malfunctioning fan in the restroom at Cumberland Farms was investigated and was resolved; a food complaint for S&S Deli about a hair found in meat was investigated and there was no evidence of workers violating the code for hair restraint, however Ms. Graham reminded the manager about being vigilant with compliance.

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NEXT TOPIC – Annual Report and Budget

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Discussion	Ms. Graham is working on the Annual Report with Ms. Lee's assistance. Budget tabled: Ms. Lee will begin to work on the Budget with Mr. Barrell at a future date.
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NEXT TOPIC – Non-profit Permits

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Motion Description	Add a fee schedule category for Food Service Limited Use Non-Profit organizations
Discussion	The Board reviewed what criteria would qualify an organization for this category. A non-profit, such as church or charitable organization use of kitchen facilities for preparing food only on occasion, no more than weekly or used only for heating pre-prepared food such as in pot-luck dinners and the food would not be for sale. If an organization uses or lends its facility for events; it would be the responsibility of the organization using the facility's kitchen to obtain a Temporary Food Permit. This criteria should be reviewed and compared with other towns having a similar category.
Motion to Accept Seconded	Beverly Salate Michaun Fowler
Result	Ms. Lee will review criteria and formally incorporate this category in the Fee Schedule and Application package for the 2019 CY.

OLD BUSINESS – Sharps Disposal

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Description	Exploring logistics of having a 24 hour accessible Sharps Disposal
Discussion	As part of the discussion to find an appropriate location for a kiosk, Ms. Salate stated there is a receptacle for old medications at the Police Station in the reception area; she will check on availability. The current system for sharps disposal was clarified, noting that the package sent at request from Republic is postage paid for return.
Result	Further discussion was tabled until more information is obtained.

**OLD BUSINESS – Substance Abuse
Prevention program follow-up**

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Discussion	Ms. Salate reported on a MIAA/MSAA conference she attended for MA communities on Substance Addiction. She stated that it was excellent. She also reported that there were representatives there from most MA high schools, but West Boylston was not represented. She reported that the Police Chief plans to approach the Superintendent of Schools again about involvement in prevention programs.
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OLD BUSINESS – Nail Regulations and Delinquent Sewer Connections Tabled

NEXT MEETING – February 14, 2018, 6pm

MOTION TO ADJOURN

Motion Originator	Ms. Fowler
Motion Seconded	Ms. Salate
Time of Adjournment	8:30 pm

Signatures

Robert J. Barrell, MPA, Chairman

N. Alan Harris, MD, Vice Chairman

Beverly A. Salate, RN, BSN

Celia F. Hartigan, RN, MPH

Michaun Fowler

Submitted by: Margaret Lee
Date Submitted: 02-14-2018

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