

Board of Health

Meeting Minutes

March 16, 2011

Present: Rebecca Allen, Elizabeth Nichols, Karen Brooks, John Doherty.

Public: Barbara Graves (6:05 – 6:20 pm)

Meeting Convened: 6:05 pm

1. The Board granted a food permit to the Heath/Rowe Little League for the 2011 season. Barbara Graves was present to request the permit. Carin Burnes or another ServSafe certified individual needs to be on site when food is being served. The permit fee was waived because of the Little League's nonprofit status. Barbara was reminded of the need to post allergen information at the food booth.
2. Minutes for the March 2nd meeting were unanimously approved with amendments.
3. Becky signed bill schedules for the FRCOG Health agent quarterly payment and for training expenses.
4. The reverse 911 policy was discussed briefly. All the contacts have consented except the police chief, Margo Newton, who has not yet responded. Betty will add contact information to the draft policy.
5. John has submitted more revised camper/trailer inspection forms. He and Karen will compose a list of the ten worst trailers for the next meeting. The Board intends to focus its efforts on getting these worst situations resolved. Karen has pursued the use of the Non Criminal Disposition tickets. She has contact information for someone at the Housing Court, but has not yet spoken with her.
6. The Board discussed year round rental of camper trailers located at Mohawk Estates. Karen and John will investigate this situation further.
7. The Board reviewed all the questions on the installer's test. Betty has prepared an abbreviated test which members will review and discuss at the next meeting. Betty discussed installers' tests with Jackie Duda, who recommended checking references for two previous jobs as an alternative to testing. The Board agreed that this would make it difficult to permit homeowners.
8. Nicole Zabko is still interested in meeting with the Board to discuss the Lead Community Partnership. Becky will schedule her for one of the April meetings.
9. Becky is preparing a mailing to inform residents about emergency dispensing sites. It should be ready for review at the next meeting. Residents will also be advised that they can call 211 for emergency information.
10. Karen spoke to Michael Freeman about the need for Camille's Kitchen to include ingredients label on all products. Becky said that pies and sticky buns sold at Peter's Store have ingredient labels, but cookies and other small items still do not. None of these products have sell by dates or allergen information. Karen will contact Camille.
11. Brian McHugh was scheduled to conduct an inspection of 3 Ledges Road on March 11th. Karen will contact him for inspection results.

12. The Board voted unanimously to request that the town approve MGL Chapter 40, Section 22F at the next annual town meeting. This approval allows municipal boards to set fees for licenses, permits and certificates.
13. The Board voted unanimously to join the Mt. Tom Tobacco Control Coalition. This coalition will conduct tobacco and alcohol inspections and make sure that correct signage is displayed. There is no cost to the town, but the Board is required to implement a permit program for the sale of these items. Permits must be issued by June. Penalties for violations are as follows:
 - 1st offence - \$100 fine
 - 2nd offence - \$300 fine and permit suspension for three days
 - 3rd offence - \$500 fine and permit suspension for seven days
 - 4th offence – loss of permit

Becky will explain this new permit requirement to Paul & Debbie Plante. The Board discussed setting the permit fee at \$10.00.

Meeting adjourned 8:02 pm.

Respectfully submitted,
Elizabeth Nichols

DOCUMENTS

- Meeting Minutes for March 2, 2011
- Bill Schedules for Board of Health Expenses & FRCOG Health Agent
- Policy for Heath's CODE RED
- Installer's Test draft: two versions
- ID badges
- MGL Chapter 40, Section 22F
- Mount Tom Tobacco Control Coalition letter and Municipal Participation in Collaborative Form
- Food Permit for Heath/ Rowe Little League, application for permit and ServSafe Certificate for Carin J. Burnes
- Certificate of Allergen Awareness Training issued to Karen Brooks
- MAHB 2010 Board of Health Training Program Certificate of Completion awarded to Rebecca Allen