



TOWN OF NORTHBRIDGE BOARD OF HEALTH

Aldrich School Town Hall Annex - 14 Hill Street
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The Northbridge Board of Health approved these minutes at a meeting held June 13, 2017.

MEETING MINUTES - MAY 9, 2017

This meeting was called to order at 7:00 PM by Mr. Paul McKeon, Chairman. Other members present were Ms. Lani Criasia, Mr. Steven Garabedian, and Mr. Scott Chase. Mr. Chris Cella was absent. Also present was Jeanne M. Gniadek, Administrator.

Minutes: Motion made by Ms. Criasia to accept the minutes of **April 11, 2017**. Motion seconded by Mr. Chase; the vote was 4-0 in favor.

New Ultra Mart – Update: The Board reviewed the food establishment re-inspection report dated April 28, 2017 and the three most recent pest control slips. The pest control slips note that there is no mice activity. Ms. Gniadek informed the Board that Ms. Gilchrist (Health Inspector) had told her that she did not observe any mice droppings at this location.

Mr. Garabedian motioned to allow New Ultra Mart to return to monthly pest control services. Motion seconded by Ms. Criasia; the vote was all in favor.

Wooed by The Food – Food Truck Festival: Ms. Gniadek provided the Board with a listing of food truck vendors for the Wooed by the Food Event at the Whittin Community Center on May 20, 2017.

Permit Fees – Food Trucks - Discussion: The Board reviewed the current fee schedule and noted no changes at this time. The Board noted that the food trucks have the option of applying for a one-day food permit for each event they attend or they can file for an annual permit.

TJJ Development – Site Assignment Minor Modification: Ms. Gniadek informed the Board that she received an email from Attorney Joseph Antonellis regarding the procedure to file for a minor modification of a site assignment. Ms. Gniadek stated that she has spoken with James McQuade at the DEP and has contacted Town Counsel. No further action required at this time.

Permit Renewals: The Board reviewed the Spring permit renewal listing noting that three Stabling Permits have not been renewed. Renewal notices were sent to Funeral Directors, Tobacco Sales Permit Holders and Recreational Camps for Children.

Ms. Gniadek stated that she will contact the Animal Inspector and ask her to check those properties where animals are kept to see if they are still stabling farm animals. No further action at this time.

Old & New Business: None at this time.

Citizens' Forum: *No one present for Citizen's Forum.*

Correspondence: The following correspondence was distributed to the Board:

- *Salmon VNA & Hospice Quarterly Report for period January 1, 2017 through March 31, 2017*
- *Local Public Health Update – April 2017*
- *Memorandum – DPH – Opioid Related EMS Data & Deaths by City/Town*

There being no further business, motion to adjourn at 7:45 PM was made by Mr. Chase and seconded by Mr. Garabedian – all in favor.

Attested by,

Jeanne M. Gniadek, Administrator

List of Documents utilized by Board of Health
Meeting Date: May 9, 2017

A. Meeting Minutes

1) April 11, 2017 DRAFT Meeting Minutes

B. Food Service Establishments

2) New Ultra Mart Convenience & Gas

- a. Food Establishment Re-Inspection Report (4-28-17)
- b. Pest Control Slip (4-12-17)
- c. Pest Control Slip (4-25-17)
- d. Pest Control Slip (5-9-17)
- e. Quarterly Inspection Review & Assessment Order Letter (March 1, 2017)

3) Wooed by the Food – Spreadsheet Vendor Listing of Food Truck Participants

4) Food Truck Permit Fees – Notes for Discussion purposes on current fees

C. Old & New Business

5) TJJ Development – Email (4/24/17) from Attorney Joseph M. Antonellis

6) Permit Renewals (Tobacco, Funeral Directors, Camps) – Listing of Spring Permit Renewals

7) Delinquent Permits (Keeping of Farm Animals) – Listing of Delinquent Renewals

D. Citizens' Forum – none

E. Correspondence

8) Miscellaneous

- a. Salmon VNA & Hospice – Quarterly Report (January 1, 2017 – March 31, 2017)
- b. Local Public Health Update (April 2017)
- c. DPH Opioid Related EMS Incident Data Reporting Memorandum & Deaths by City/Town