



TOWN OF NORTHBRIDGE BOARD OF HEALTH

Aldrich School Town Hall Annex - 14 Hill Street
Whitinsville, MA 01588
Phone# (508) 234-3272 Fax# (508) 234-0821

The Northbridge Board of Health approved these minutes at a meeting held January 9, 2018.

MEETING MINUTES - NOVEMBER 7, 2017

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

Minutes: Motion made by Mr. Chase to accept the minutes of **October 17, 2017**. Motion seconded by Mr. Garabedian; the vote was 3-0 in favor.

Title 5 Deed Restriction – Bedroom Count: 103 Prairie Street: Ms. Gniadek informed the Board that the owners of this property applied for a building permit to renovate their basement. The renovation brought the total room count to 10 which would require a 5 bedroom septic system – the property has a 4 bedroom septic design. The owners agreed to place a deed restriction on their property.

Motion made by Mr. Garabedian to grant a four (4)-bedroom count deed restriction in accordance with Title 5 regulations for this property known as 103 Prairie Street. Motion seconded by Mr. Chase; the vote was all in favor.

Title 5 Inspection Reports – 546 School Street: Ms. Gniadek informed the Board that the office is in receipt of two Title 5 inspection reports for property located at 546 School Street in Northbridge. The first, done by Paul McKeon on 10-9-2013, noted the system in Failure. The 2nd report, done by Paramaz Baghdasarian on 10-11-2017, noted the system as Passes. Ms. Gniadek asked the Board how they would like to handle this situation. Mr. McKeon, being one of the inspectors, abstained from this discussion.

There being just two members of the Board at this meeting after the abstention of Mr. McKeon, therefore unable to obtain a quorum for this discussion, Ms. Gniadek stated that she would ask Malley Engineering to review the reports and at a minimum send notice to the property owner and realtor that the office has two conflicting reports on this property. This was a concern as the property is currently on the market to be sold.

Grease Trap Variance Request – 91 Providence Road: Ms. Gniadek informed the Board that the property owner's representative, Mr. Steve O'Connell of Andrews Survey & Engineering, contacted the office to let the Board know that the owners are not ready to present their case for a variance request to the Board at this time. This matter was tabled.

Fee Schedule Amendments – Permit Fee for Brewery Establishments: Ms. Gniadek stated she was unsure how to categorize the Purgatory Brewery and asked that the Board consider amending their current fee schedule to designate a specific fee for breweries, similar to action taken by the Board of Selectmen with regard to their liquor license. Ms. Gniadek proposed consideration of two categories: a brewery with retail space and a brewery with a full food service establishment.

Mr. Chase made motion to set a fee of \$200 for a brewery with retail space and \$300 for a brewery with a full food service establishment. Motion seconded by Mr. Garabedian; the vote was 3-0 in favor.

Fee Schedule Policy – Pro-rating of Annual Food Permit Fee: Ms. Gniadek asked the Board to consider adopting a policy to pro-rate food establishment permit fees as follows: any food establishment opening to the public after October 15th shall be assessed a food permit fee equal to ½ of its annual permit fee but in no case shall said fee be less than \$100.

Motion made by Mr. Garabedian to adopt the pro-rated fee policy for food establishments as presented by Ms. Gniadek. This motion was seconded by Mr. Chase; the vote was 3-0 in favor.

Farm Animals – Pigs – Maple Street: Ms. Gniadek informed the Board that the office was contacted by the Northbridge Police Department regarding two pigs that were loose and aggressive. The NPD was told that the pigs belonged to Dynese Brown at 13 Maple Street in Whitinsville. Ms. Brown came to the Board of Health office prior to the meeting to inform the Board that she has every intention of removing the pigs from her property. She has a pot belly pig and a farm pig. She expects the pigs to be gone by the end of the week.

The Board asked Ms. Gniadek to follow up with a letter to Ms. Brown in this matter to require the removal of the pigs as soon as possible and to notify the Board when they have been relocated.

Farm Animals – Chickens: Ms. Gniadek asked the Board if they would be interested in considering regulations governing chickens and poultry. She stated that this is obviously an avian flu concern and it would be important for the town to know where poultry are located. She stated that it is also an enforcement tool when it may be necessary to pull a permit from a property owner should they be neglectful in the care of their animals. She also presented an option for a “policy” that entails current zoning regulations. The Board agreed to move forward with amendments to their regulations governing the keeping of farm animals. This matter will be presented at the next meeting of the Board. A draft set of amendments to the existing farm animal regulations will be sent to the Board members for their review and consideration.

Open Meeting Law Updates: Ms. Gniadek provided the Board with updates on the Open Meeting Law. The Town Clerk is required to distribute to Board members and to obtain signatures noting that they have received these updates.

Old & New Business: *None*

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

Correspondence: *None.*

There being no further business, motion to adjourn at 7:35 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: November 7, 2017

A. Meeting Minutes

- 1) October 17, 2017 DRAFT Meeting Minutes

B. Title 5

- 2) Deed Restriction- 103 Prairie Street
- 3) Title 5 Inspection Reports for 546 School Street

C. Food Establishments

- 4) Variance Request – 91 Providence Road – *No Documents*
- 5) DRAFT Fee Schedule for Farmer Brewery
- 6) DRAFT Fee Schedule Policy for Pro-Rating Annual Food Permit Fees

D. Keeping of Farm Animals

- 7) Letter (11/1/17) to 13 Maple Street re: pigs/barn permit requirements
- 8) Chickens
 - a. Keeping of Farm Animals/Poultry Policy
 - b. DRAFT amended regulations for Farm Animals/Poultry
 - c. MDAR Fact Sheet - Poultry

E. Old & New Business

- 9) Open Meeting Law Updates (Memo from Town Clerk; 940 CMR 29.00; Open Meeting Law Guide; Town Counsel explanation of significant changes)

F. Citizens' Forum - None

G. Correspondence

- 10) NONE