



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 February 24, 2020.

MEETING MINUTES - FEBRUARY 11, 2020

This meeting was called to order at 6:00 PM by Mr. Paul McKeon, Chairman. Other members present were Mr. Scott Chase, Mr. Chris Cella and Mr. Steve Garabedian. Ms. Lani Criasia was absent. Also present was Jeanne M. Gniadek, Administrator.

Minutes: Motion made by Mr. Cella to accept the minutes of **January 13, 2020**. Motion seconded by Mr. Chase. The vote was 3-0 in favor; Mr. Garabedian abstained.

Hills Home Market: Present for this meeting was Jeffrey Holmes, representing Hills Home Market who has applied for a One-Day food permit to participate in the Chamber of Commerce Home and Business Expo on March 14th.

Mr. Cella asked if Mr. Holmes was the owner. He stated that he is not, he is an employee of Hills which is owned by Shawn Driscoll. Mr. Holmes stated that the company has been operating since 1924.

The Board reviewed the inspection reports from prior years noting that on numerous occasions the company did not have a certified food manager on site while food was being prepared and served. Mr. Holmes stated that they have 4 or 5 people that float around to these one-day events and that they are part-time employees. Mr. Cella questioned how many people had their food manager certifications. Mr. Holmes stated that he is certified and was not sure who else might be. It was noted that Mr. Holmes' certification expires at the end of this month, prior to the Expo event. Mr. Holmes stated that he is registered to take the class and exam very soon.

The Board questioned the 2019 Wooded event at the Community Center and the employee that gave the inspector, Ms. Gilchrist, such a hard time. Mr. Holmes responded that the employee was an arrogant young man and that he and the girl that worked with him that day are no longer with the company.

The Board questioned who would be present at the Expo. Mr. Holmes stated that it was likely that he would be assigned to that event.

Motion was made by Mr. Cella to approve the One-Day food permit application for Hills Home Market provided that we receive updated food manager certifications for Mr. Holmes and at least one back up person noting that this is their last chance – failure to comply with the Board's regulations and they will not receive any future food permits in the Town of Northbridge. Motion was seconded by Mr. Garabedian; the vote was all in favor.

Inspector Credentials – Payment of Renewal Fee: Ms. Gniadek asked if the Board would pay the renewal fee of the CP-FS (Certified Professional in Food Safety) credentials for their Restaurant Inspector, Ms. Terry Gilchrist. She informed the Board that the fee is \$130 for two years.

Motion made by Mr. Garabedian to pay credential fee of \$130 to NEHA for Ms. Gilchrist's CPFS credentials. Motion seconded by Mr. Cella; the vote was all in favor.

Title 5 Inspections – Policy for D-Box / Tank Replacement: Ms. Gniadek asked the Board if they were concerned with the submission of T5 reports as a PASS when they are submitted AFTER the installation of a new D-Box (or tank) instead of them being submitted as a “Conditional Pass” noting that the d-box needs replacement. She stated her concern over the dates on these reports and replacement certificates noting that one T5 installer submitted a report dated 9/13/2019 that stated the d-box was replaced but the installer paperwork for that d-box replacement notes that box was replaced 9/26/19, after the report was completed. She noted that now this T5 inspector is submitting everything with the SAME date so not sure how accurate these inspection reports are. She further noted that their local regulations allow for the replacement of these components when it's being done due to a T5 inspection but any other reason requires Board approval. She asked the Board how they wanted her to handle this issue. The Board agreed that the component replacement in a T5 report should be filed as a “Conditional Pass”. The Board agreed to review a policy proposal at their next meeting.

Tobacco and Vaping: Ms. Gniadek informed the Board that she has sent notification of the new vaping and tobacco laws, including signage requirements and increased fines for violations, to all the tobacco sales permit holders. An NOO (Notice of Opportunity) has been posted allowing communities to apply for grant funds for enforcement matters. She informed the Board that several Blackstone Valley towns are interested and there is a possibility that we can be included in a proposal that may be submitted from the Town of Westboro. The Board stated that they would prefer our own grant but Ms. Gniadek explained that MDPH is looking at regional opportunities for funding.

Ms. Gniadek asked if they would be agreeable to their Health Agent, Ms. Danielle Edmands, conducting retail store inspections to check for signage, displays, etc. The Board agreed to give this task to Ms. Edmands for now until we obtain more information on possible regional funding.

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

Old & New Business: *None*

Correspondence: The following correspondence was distributed to the Board:

- Central Mass Mosquito Control Project – Budget Notification

There being no further business, motion to adjourn at 6:40 PM was made by Mr. Cella and seconded by Mr. Chase – all in favor.

Attested by,

Jeanne M. Gniadek, Administrator

List of Documents utilized by Board of Health
Meeting Date: February 11, 2020

A. Meeting Minutes

- 1) January 13, 2020 DRAFT Meeting Minutes

B. Food Establishments

- 2) Hills Home Market
 - a. BOH Letter (June 12, 2019) - Notice of Failure to Comply
 - b. Prior Inspection Reports (6/8/19, 3/16/19, 10/13/18, 6/9/18, 3/3/18)
- 3) Inspector Credentials
 - a. Invoice NEHA

C. Title 5

- 4) Title 5 Inspections – Consideration of Policy for Tank/D-Box Replacements – *No documents*

D. Tobacco and Vaping

- 5) Updates and Funding Opportunity
 - a. BOH Letter to Retailers re: New Law (January 8, 2020)
 - b. BOH Letter to Retailers re: Fines (January 24, 2020)
 - c. MDPH Notice of Opportunity

E. Old & New Business – *No Documents*

F. Citizens' Forum – *No Documents*

G. Correspondence:

- Central Mass Mosquito Control Project – Budget Notification