



## 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 December 15, 2015.*

### MEETING MINUTES - November 10, 2015

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

**Minutes:** Motion made by Mr. Cella to accept the minutes of **October 13, 2015**. Motion seconded by Mr. Garabedian; the vote was 4-0 in favor.

**Food Service Establishment – Maison de Manger:** Ms. Gniadek informed the Board that this food service establishment, located in the Linwood Mill, is scheduled to open soon. Owner is Donna Picard. The food establishment will feature soups, crepes and desserts. The Board reviewed the Food Permit Application submittal.

**Motion made by Mr. Cella and seconded by Mr. Chase to approve food permit application and to issue a food permit to Donna Picard for Maison de Manger upon satisfactory opening inspection being conducted by Terry Gilchrist, Health Inspector; the vote was all in favor.**

**Food Service Establishment – Sammy's Restaurant:** Ms. Gniadek informed the Board that despite several attempts to collect outstanding fees owed to the Town, this establishment has failed to comply with the Board's notice to submit payment. The facility owes for a Quarterly Inspection as well as a fine assessed due to the installation and use of equipment that was not approved by this office and has subsequently been removed as it was not ANSI or NSF approved. Ms. Gniadek further noted that the establishment is due for their fourth quarter inspection which will result in additional \$100 fee owed. They currently owe \$300 (\$100 for the quarterly inspection and \$200 for the un-approved equipment).

**Motion made by Mr. Garabedian to hold a hearing at the next Board of Health meeting to discuss the suspension of the food permit and /or closure of this establishment due to non-payment of fees owed unless payment is received in full. Motion seconded by Mr. Chase; the vote was all in favor.**

**Annual Permit Renewals:** Ms. Gniadek informed the Board that the annual permit renewal notices for those permits due to expire on December 31<sup>st</sup> have been mailed.

**Motion made by Mr. Cella to renewal all permits subject to payment in full of any and all taxes, fees, or other monies owed to the Town. Motion seconded by Mr. Chase; the vote was all in favor.**

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

**Old & New Business:** Mr. Cella noted that **The Gray Barn** was distributing food to patrons of this establishment. He noted that the food is NOT prepared within the facility – it is prepared at someone’s home and that it was being served out of a crock pot. **Motion made by Mr. Cella to send notice to Gray Barn regarding this prohibited food service activity. Motion seconded by Mr. Garabedian; the vote was all in favor.**

**Correspondence:** The following correspondence was distributed to the Board:

- *DEP Notice – Balmer School – Lead found in drinking water (at janitor’s sink): The Board noted that the school has taken action to address this violation – a letter is being sent to students and staff; testing is being done at faucets and water fountains, and water fountains are physically shut off in classrooms.*
- *MDAR Notice – “What Poultry Owners Need to Know About Highly Pathogenic Avian Influenza” – Ms. Gniadek informed the Board that this notice was sent to all stable permit holders and provided to the Inspector of Animals.*

**EXECUTIVE SESSION:** Chairman McKeon announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the litigation position of the body.

A motion was made and seconded to go into Executive Session under MGL CH. 30A, S.21 #3 – To discuss strategy with respect to litigation – the Board will NOT reconvene in Open Session.  
Roll Call Vote: Mr. Cella/Yes; Mr. Chase/Yes; Mr. Garabedian/ Yes; and Mr. McKeon/ Yes.

*Open Session Adjourned: 7:16 PM*

*Executive Session Convened: 7:16 PM*

*Executive Session Adjourned: 7:40 PM*

*There being no further business, motion to adjourn at 7:40 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 10, 2015**

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- A. DRAFT Meeting Minutes
  - 1) October 13, 2015
- B. Food Service Establishments
  - 2) Maison de Manger
    - a. Food Permit Application
    - b. Menu
  - 3) Sammy's Restaurant
    - a. October 20, 2015 Letter - FINAL NOTICE
    - b. September 1, 2015 Letter - SECOND Notice
    - c. May 14, 2015 Letter - Quarterly Inspection Fee due
    - d. May 14, 2015 Letter - Non-Compliance Fee for Unapproved Equipment
- C. Old & New Business
  - 4) Annual Permit Renewals – List of Establishments expiring December 31, 2015
- D. Citizens' Forum – none
- E. Correspondence
  - 5) DEP Notice – Drinking Water Program
    - a. October 7, 2015 Letter from DEP – Lead in Drinking Water: Balmer School
    - b. Email to P. Halacy, Director of Buildings & Grounds, NPS
    - c. Email response from P. Halacy
    - d. Letter to Balmer Families and Staff – dated November 9, 2015
  - 6) Other
    - a. MDAR Notice “What Poultry Owners Need to Know About Highly Pathogenic Avian Influenza”; FAQ About Avian Flu