



## 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 3, 2015.*

### MEETING MINUTES ~ January 13, 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. Steve Garabedian, Mr. Scott Chase, and Ms. Lani Criasia. Mr. Chris Cella was absent. Also present was Jeanne M. Gniadek, Administrator.

**Minutes:** Motion made by Mr. Chase to accept the minutes of **November 18, 2014**. Motion seconded by Mr. Garabedian; the vote was 3-0 in favor. Ms. Criasia abstained.

**Trading Post General Store – Permit Applications – Change in Ownership:** The new owner of this establishment, Shawn Floody, has applied for a Retail Food Permit and Tobacco Sales Permit and is proposing no change in the current operation of the store. It will remain Retail Food Sales only. A pre-opening inspection conducted on Saturday, January 10, 2015, by Ms. Terry Gilchrist, Inspector, revealed that there was no hot water to the hand wash sink.

**Motion made by Mr. Garabedian to grant Retail Food Permit and Tobacco Sales Permit to Shawn Floody for the Trading Post General Store subject to the restoration of hot water to the hand wash sink – repair to be made by licensed plumber who obtains a plumbing permit from the Northbridge Building Department. Motion seconded by Ms. Criasia; the vote was all in favor.**

**Sammy's Restaurant – Failure to renew Food Permit for 2015:** *The Board held this matter until the end of the meeting to allow additional time for a representative from Sammy's Restaurant to appear before the Board.*

Prior to adjourning, the Board noted that no one representing Sammy's Restaurant was present to discuss this matter. Mr. McKeon summarized for the Board the matter at hand. He stated that when he accompanied Ms. Gilchrist on the opening inspection for this restaurant, a 3-month extension was granted for the installation of a garbage disposal unit (required by Plumbing Code) and to provide proper safe access to the basement to allow the inspector entrance into this area to conduct her inspection of this space within the facility. Mr. McKeon noted that he had made an error in granting an extension on the installation of the garbage disposal unit as the Board has no right to grant an extension on something required under the plumbing code.

Mr. McKeon further noted that this establishment has failed to apply for renewal of his food permit. The food permit he currently holds expired on December 31, 2014. Additionally, per Northbridge Code of by-laws, no permit can be issued to a property where there are outstanding taxes due and it is his understanding that this property owes in excess of \$1,200 in property tax.

**A motion was made by Mr. Chase to require that Sammy's Restaurant complete the installation of the garbage disposal unit, provide safe access to the basement, apply for his 2015 food permit to include late fees now due, and to address the outstanding property taxes due on this property within seven (7) days or this establishment will be subject to closure by the Board of Health on January 21, 2015. Motion seconded by Ms. Criasia; the vote was all in favor.**

**Sparetime Recreation – Failure to Obtain Retail Food Permit:** Mr. Garabedian updated the Board on his recent attempts to get the owner of this establishment to comply with regulations governing the sale of food products in this facility.

Mr. Garabedian noted that at the time of his inspection, he observed coffee service being offered and the use of a cooler for the sale of cold drinks. Mr. Garabedian also noted a vending machine – this machine is not governed by the Board of Health and could remain within the establishment. Mr. Garabedian stated that he informed Mr. Couture that he had until the end of December to apply for his 2015 food permit. As of this date, Mr. Couture has not applied for a food permit. Mr. Garabedian stated that if the cooler and coffee machine were removed then Mr. Couture would not need a retail food permit.

**Motion made by Ms. Criasia to order that Mr. Couture apply for his 2015 food permit within fourteen (14) days or to remove the coffee machine and cooler from this establishment. This notice is to be sent by Certified Mail, First Class Mail delivery and will be served in hand by Mr. Garabedian. Motion seconded by Mr. Chase; the vote was all in favor.**

**Quaker Street Landfill Inspection Report:** The Board reviewed the most recent maintenance and monitoring inspection report for the Quaker Street landfill conducted by Sovereign Consulting. This report included an additional scope of work relative to allegations of leachate entering nearby surface waters. Sovereign's opinion based on water surface samples taken do not show evidence of leachate impact in the river or pond. This report has been filed with the Department of Environmental Protection. No further action required at this time.

**Linwood Mill Housing Updates:** The Board reviewed a letter from Peabody Properties, property manager, in response to a request for an update on the eradication of bed bugs and resolution to complaints that several of the units get too much heat.

Peabody Properties response was that a pest control inspection was conducted on December 23, 2014 and that no pests were found. With regard to the heat, they have installed "film" on the windows of one of the warmer units and are trying to accomplish the installation in a second unit. Once the film is installed, they will monitor the temperatures in these units to determine if the solar glare is the cause for the excessive heat in these units.

**Douglas Road Site Plan Review Application – Composting Facility:** The Board reviewed a Site Plan Application for a composting facility on Douglas Road. A Technical Review meeting will be held on Thursday, January 15, 2015. Mr. McKeon will attend to represent the Board in this matter.

**Annual Barn Inspection Report:** The Board reviewed a memorandum from Rochelle Thomson, Inspector of Animals, regarding her annual barn inspections. No action required at this time.

**Fiscal Year 2016 Budget Proposals:** The Board reviewed the prepared draft budget proposals for FY 2016. Ms. Gniadek informed the Board that the FY 2016 budget instructions were to level fund.

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

- *Town of Northbridge Sexual Harassment Policy*
- *Ethics – Annual Acknowledgement of Receipt & Certification Information*

*There being no further business, motion to adjourn at 8:05 PM was made by Mr. Garabedian and seconded by Mr. Chase – all in favor.*

*Attested by,*

*Jeanne M. Gniadek, Administrator*

**List of Documents utilized by Board of Health**  
**Meeting Date: January 13, 2015**

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- 1) DRAFT Meeting Minutes of November 18, 2014
- 2) Trading Post General Store – Page 1 of Food Permit Application
- 3) Sammy's Restaurant - October 15, 2014 Letter re: Garbage disposal install & Basement Access
- 4) Sparetime Recreation - October 1, 2014 letter re: requirement to obtain retail food permit
- 5) Quaker Street Landfill – November 2014 Monitoring Report by Sovereign Consulting
- 6) Linwood Mill – Letter from Peabody Properties dated January 8, 2015
- 7) Douglas Road Site Plan Review
  - a. Planning Board Review Report Form (January 8, 2015)
  - b. Site Plan Review Application (December 31, 2014) prepared by Andrews Survey & Engineering including information from XACT Bio-Reactor Compost Manufacturing Systems
- 8) Barn Inspection report – Rochelle Thomson (November 25, 2014)
- 9) DRAFT Budget Proposal Sheets for FY 2016 (BOH & Quaker Street Landfill)
- 10) Correspondence
  - a. Town of Northbridge Sexual Harassment Policy
  - b. Ethics Memo from Town Clerk's office – Conflict of Interest Law Education & Training Requirements