



## 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 June 29, 2021.*

### MEETING MINUTES ~ JUNE 8, 2021

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This meeting was called to order at 5:30 PM by Ms. Lani Criasia, Chair. Other members present were Mr. Chris Cella and Mr. Paul McKeon. Mr. Steve Garabedian and Mr. Scott Chase were absent. Also present was Terry Gilchrist, Health Agent, and Jeanne M. Gniadek, Administrator.

**Approval of Minutes:** Motion made by Mr. Cella to accept the minutes of **May 11, 2021**. Motion seconded by Ms. Criasia. The vote was 2-0 in favor. Mr. McKeon abstained.

**Cumberland Farms:** The Board reviewed an email from Melinda Demers, a manager at Cumberland Farms, that was sent to Ms. Gilchrist on May 24<sup>th</sup> detailing pictures in the establishment of a sewerage overflow. The Board also reviewed notes from Ms. Gniadek from her conversations with Frank Carney, a Facilities Manager, who informed her that they did a video inspection of the line on May 25<sup>th</sup> and that they made a repair to line on May 27, 2021. The repair consisted of repairing a 3-4 foot section of pipe at the rear of the store. On June 3<sup>rd</sup> Ms. Gniadek followed up with Mr. Carney who stated that there had been no additional incidents since the repair.

Ms. Criasia stated that if this happens again the store should be totally shut down. Ms. Gilchrist stated that the code allows an establishment to close down a portion of a facility for an imminent health hazard. Ms. Criasia stated that it needs to be 100% shut down until the issue is resolved. It was noted that the store manager is not reporting to the BOH when this happens as they should be. It was unclear if the manager was reporting to corporate and expected them to notify the BOH but regardless Ms. Criasia stated that someone needs to notify this office whenever this occurs.

Mr. Cella stated that the Board needs proof that the drain was cleaned past the 35-feet that was mentioned in the email. He stated that the Board should receive documentation of dates and times that work was completed as well as the company that inspected the drain line and their findings. He suggested that Ms. Gilchrist conduct an inspection of the facility. The Board questioned whether the raw sewerage had leaked under the coolers on the establishment floor and whether those areas were cleaned. Mr. Cella stated that the Board should be provided access, whether it's to move the coolers or remove the coving at their base, so that Ms. Gilchrist can inspect under those cases.

Ms. Criasia stated that she would work with Ms. Gniadek on a letter to corporate strongly wording our concerns and to require this sort of documentation as well as their attendance at the Board's next meeting.

Ms. Gilchrist informed the Board that she had an issue with their dumpster enclosure and that they were suppose to notify the Board when the repairs were completed but that they never did. Discussion ensued as to who was responsible for following up on these outstanding issues. The Board felt that Ms. Gilchrist should be taking note of these things and if an establishment fails to comply then they should be informed.

Ms. Gilchrist also noted that the establishment was fined non-compliance fees for failure to correct the violations. Ms. Gniadek stated that those fees have not yet been paid – she stated that their tobacco sales permit will be held in the office until all fees are paid in full.

**Food Establishments – Monthly Report of Health Agent:** Ms. Gilchrist presented her report to the Board for the month of May. The Board addressed concerns over the number of violations at Shaws and WalMart. Ms. Gilchrist also informed the Board that WalMart’s policy on service animals is to only ask if the animal is a service animal; state law allows you to ask what service the animal performs but WalMart is not doing that.

**COVID-19 Updates:** Ms. Gniadek updated the Board on total number of cases noting that there are currently just two cases in town. She also informed them that the covid vaccination clinic in Uxbridge is winding down with the last clinic date scheduled for Thursday June 24, 2021. She encouraged the Board members to take some time to check out the clinic before it closes for good. She also noted that the new mask guidance strongly advises people that are not vaccinated to wear a mask when indoors and when they cannot socially distance. Capacity limits have been lifted and bars may re-open. Additionally Ms. Gniadek noted that there are approximately \$3500 remaining in funds for clinic expenses. She is considering purchasing iPads as these were essential during clinic operations. She also noted that two cases that were in storage at the Annex have gone missing and she is considering replacing them. Funds must be expended by June 30, 2021. Ms. Criasia advised Ms. Gniadek to spend the money as she sees appropriate.

**Blackstone Valley Shared Health Agent Services Grant:** Ms. Gniadek shared with the Board draft documents of an Inter-municipal agreement as well as two job descriptions for the shared health agents that we will be hiring with grant funds that will be shared with 7 other communities. Comments on the IMA and job descriptions are due by June 9<sup>th</sup> – once the final documents are prepared they will need to be approved by all towns.

**TJJ Development – Return of Un-Expended Funds:** Ms. Gniadek provided the Board with a breakdown of expenses incurred for the minor modification of site assignment for TJJ Development. TJJ Development provided \$32,000 to cover public hearing expenses. The Board having paid out \$19,680.23 to cover costs associated with the hearing noted this account has a balance of \$12,319.77. Ms. Gniadek informed the Board that she needed them to vote to return these funds to the applicant. Ms. Criasia questioned whether the Board should return the funds at this time noting that the repairs requested to the building had not yet been completed. Ms. McKeon stated that these funds were for the public hearing so they need to be returned – the repair to the building is a separate matter.

**Motion made by Mr. Cella to return the balance of \$12,319.77 to TJJ Development from the Public Hearing Expenses Account for the Minor Modification of Site Assignment.  
Motion seconded by Mr. McKeon; the vote was all in favor.**

**Earth Removal Board Representative:** The Board reviewed an email from the Town Manager's office noting that the term of the Board of Health representative currently serving on the Earth Removal Board, Paul McKeon, expires on June 30, 2021. The Board must vote to either re-appoint or appoint a new representative for a one-year term. Mr. McKeon stated that he no longer wanted to be the BOH representative on this Board.

**Motion made by Mr. McKeon to appoint Ms. Criasia as the Board of Health representative on the Earth Removal Board. Motion seconded by Mr. Cella; the vote was all in favor.**

*There being no further business, motion to adjourn at 6:45 PM was made by Mr. McKeon and seconded by Mr. Cella – all in favor.*

*Attested by,*

*Jeanne M. Gniadek, Administrator*

***Next Meeting tentatively scheduled for: June 29, 2021 at 5:30 PM***

**List of Documents utilized by Board of Health**  
**Meeting Date: June 8, 2021**

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**A. Approval of Minutes**

- 1) May 11, 2021 DRAFT Meeting Minutes

**B. Minimum Standards for Food Establishments**

- 2) Cumberland Farms – May 24, 2021 Email w/ notes
- 3) Monthly Report – May 2021: Monthly Report of T. Gilchrist

**C. COVID-19**

- 4) Updates: Update prepared by J. Gniadek (June 7, 2021)

**D. Blackstone Valley Shared Health Agent Services Grant**

- 5) Review of Documents: May 24, 2021 Memorandum from C. Robichaud (CMRPC) w/ IMA and job descriptions

**E. Old & New Business**

- 6) Site Assignment Minor Modification – Return of Unexpended Funds: DRAFT letter to TJJ re: Return of Funds; Statement of Account; Excel spreadsheet w/ expenses detailed
- 7) Earth Removal Board Representative: Email from S. Susienka ((5/12/21)

**F. Citizen's Forum - *None***

**G. Correspondence - *None***