



TOWN OF NORTHBRIDGE BOARD OF HEALTH

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The Northbridge Board of Health approved these minutes at a meeting held July 27, 2021.

MEETING MINUTES - JUNE 29, 2021

This meeting was called to order at 6:30 PM by Ms. Lani Criasia, Chair. Other members present were Mr. Chris Cella and Mr. Scott Chase. Mr. Paul McKeon arrived after the reading and approval of meeting minutes. Mr. Steve Garabedian was absent. Also present was Terry Gilchrist (Health Agent), Ms. Danielle Edmands (Health Inspector) and Jeanne M. Gniadek, Administrator.

Approval of Minutes: Motion made by Mr. Cella to accept the minutes of **June 8, 2021**. Motion seconded by Ms. Criasia. The vote was 2-0 in favor. Mr. Chase abstained and Mr. McKeon was not yet present.

Cumberland Farms: The Board noted that prior to this meeting they, along with Ms. Gilchrist, conducted a site inspection at Cumberland farms due to ongoing issues with their sewer/drainage system. Ms. Criasia indicated that she would put together a memorandum of their findings at this site inspection to be included in the file.

Housing – 52 Upton Street: Present for this meeting were Mr. William Lavallee (owner of the property), Ms. Brittany Lewis (occupant), and Ms. Danielle Edmands, Housing Inspector.

This meeting was held as Mr. Lavallee failed to meet the June 14th deadline for completion of repairs cited in the April 14, 2021 inspection report completed by Ms. Edmands.

Mr. Lavallee stated that the contractor went out to inspect but he has been unable to get in to do the repairs. He stated that he did have an exterminator come out but the cellar was so full of “stuff” that he was unable to fully treat the unit. Ms. Criasia read the report from the exterminator and shared with the Board pictures of the basement that the exterminator had taken. It was determined, and confirmed by Ms. Edmands, that these were the occupant’s personal belongings, not trash.

Mr. Lavallee stated that a woman named Chantel is helping him organize the repairs on this unit. It was noted that Ms. Chantel sent an email to the Board of June 27th with two attachments. The first being a Scope of Work agreed upon with Jason P. Stone. The other a screen shot of text messages with the occupant showing her availability for the contractor to enter the unit. Ms. Lewis stated that she wants to be present when the contractor works in her unit.

The Board questioned whether a building permit was required and whether Mr. Stone was a licensed contractor.

Mr. Lavallee stated that he is unable to enter the unit as Ms. Lewis has changed the locks and has not provided him with a key for access. He has indicated that he wants the tenant out so that he can move into this unit. He further stated that she owes him rent for the past six years.

Ms. Criasia stated that the Board is concerned that the violations are not being fixed by the landlord. She further noted that some of the issues noted in the report were caused by the tenant.

Ms. Lewis stated that the contractor, Mr. Stone, is expected to be at her apartment the following day. She was unsure what work would be completed and Mr. Lavallee was unsure if the materials that needed to be ordered for the repairs had yet been received. Ms. Edmands agreed to meet the tenant and the contractor at the dwelling unit the following day at 11:30 to discuss the repairs, timeframe for completion of work, his license status, and whether he would be obtaining a building permit.

Mr. Cella made motion that work be completed in 30 days on this dwelling unit and that all work orders for items ordered/on order be submitted to the Board along with a timeframe for the completion of said work. This motion was seconded by Mr. McKeon; the vote was all in favor.

Shared Health Agent Services: Ms. Gniadek informed the Board that the contract between Central Mass Regional Planning Commission (CMRPC) and the Massachusetts Department of Public Health has been signed and we are ready to move forward with the shared health agent services grant. Each of the 8 towns (Northbridge, Uxbridge, Mendon, Millville, Hopedale, Blackstone, Douglas, and Upton) now must submit their “Letter of Commitment”.

A motion was made by Mr. Cella to approve the Letter of Commitment. Motion seconded by Mr. McKeon; the vote was all in favor.

The letter of commitment simply requires a signature from the Board of Health Chair and the Town Manager.

Two job postings were also reviewed by the Board. Ms. Gniadek stated that these jobs will be advertised this week on the Town’s web site and others including MHOA, the Massachusetts Health Officers Association.

The next step is the Inter-Municipal Agreement (IMA) which is currently under legal review by the MAHB (Massachusetts Association of Health Boards). Once complete, the IMA will need to go before the Board of Selectmen (BOS) in each of the 8 towns. Northbridge, as host community, will need to have their BOS vote to accept all of the IMAs.

VNA Contract for FY 2022: The Board reviewed the FY 2022 contract for nursing services from the Salmon VNA and Hospice in the amount of \$9,500.

Motion made by Mr. Cella to approve the FY 2022 contract. Motion seconded by Mr. McKeon; the vote was all in favor.

Correspondence: The Board reviewed a memorandum from the office of the town manager regarding members that were not re-appointed to the Board and the request of the Board of Selectmen to meet with the Board of Health at their next meeting on July 19, 2021.

There being no further business, motion to adjourn at 7:45 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: July 27, 2021 at 5:30 PM

List of Documents utilized by Board of Health
Meeting Date: June 29, 2021

A. Approval of Minutes

- 1) June 8, 2021 DRAFT Meeting Minutes

B. Cumberland Farms

- 2) Cumberland Farms
 - a. Email (June 9, 2021) from BOH to CF
 - b. Inspection Report (June 14, 2021)
 - c. Work Orders – various dates
 - d. Emails (June 15 & 16, 2021) from Jeanne G. to Lani C. and Terry G. re: voice mails

C. Housing – 52 Upton Street

- 3) Re-Inspection Report (June 14, 2021); Lavallee Letter (June 22, 2021) requesting attendance at BOH meeting; and Email (June 27, 2021) from “Chantel” regarding work on this dwelling unit

D. Blackstone Valley Shared Health Agent Services Grant

- 4) Shared Health Agent Services Grant
 - a. Signed contract CMRPC and MDPH
 - b. Letter of Commitment
 - c. DRAFT Job Postings

E. Old & New Business

- 5) VNA Contract – FY 2022 Contract

F. Citizen’s Forum - None

G. Correspondence

- Memo from Office of Town Manager RE: 2021 Annual Reappointments (June 24, 2021)