



TOWN OF NORTHBRIDGE BOARD OF HEALTH

Aldrich School Town Hall Annex - 14 Hill Street
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The Northbridge Board of Health approved these minutes at a meeting held October 19, 2021

MEETING MINUTES - SEPTEMBER 14, 2021

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

Also present were Ms. Linda Lermond and Ms. Mary Potty who are seeking the open seat on the Board of Health.

Approval of Minutes: Ms. Criasia tabled the discussion on minutes.

Food Establishments – Monthly Reports: The Board reviewed the monthly reports for June, July and August that Ms. Terry Gilchrist prepared for the Board.

Food Establishments – Resignation Notice: Ms. Criasia noted that Ms. Gilchrist formally put in her resignation notice effective October 29, 2021. Ms. Criasia discussed the regional services grant and noted that Ms. Danielle Edmands, the Board's housing inspector, is being interviewed by the regional collaborative on September 15th.

Mr. Cella questioned if Ms. Gilchrist was all caught up on inspections. Ms. Gniadek stated that she was and that in fact she was trying to hold her back a little so that if the Board hired a replacement we would still have establishments in need of inspection. Ms. Criasia agreed noting that it would be nice if someone could shadow Ms. Gilchrist before she leaves and if we have to double-pay out of the revolver account then we should.

Blackstone Valley Partnership for Public Health - Shared Health Agent Services: Ms. Criasia informed the Board that the Oversight Committee had made two selections for the two positions but was informed that one of them was taking the position in another collaboration. Again, she noted that Ms. Edmands was being interviewed and that the Oversight Committee was meeting on September 15th to discuss.

COVID-19 Binax Now Test Kits: Ms. Criasia informed the Board that the State will provide Binax Now test kits to towns that request them and that the Fire Department was looking to get some. Ms. Gniadek stated that that was the original plan but the Fire Department is now unsure as to whether they really need them. The public health nurse can perform the test for \$20 so the Fire Department is questioning whether it is worth the extra work (maintaining the kits at proper temp., obtaining standing orders, training staff to conduct tests, entering test results) or if it's simpler to just pay the \$20 when/if a test is needed. Mr. Cella asked if the Board needed the kits. Ms. Gniadek stated that the Board could do whatever they want with the tests – they could hold a pop-up test site if they wanted.

Ms. Criasia noted that the schools will be doing testing and asked if they would need these kits. Ms. Gniadek stated she was unsure if the Board could transfer custody in that manner to the schools. Mr. Cella noted that these kits are difficult to find in stores. He asked if anyone else had expressed interest in the kits. Ms. Gniadek stated that only the Fire Chief has approached her.

Mr. Cella questioned how many kits would come and what their expiration date might be. Ms. Gniadek stated that they come in units of 40 kits and that the Board could order however many they wanted. Mr. Cella expressed concern that the kits may expire and not get used. Mr. McKeon asked if anyone was asking for these kits. Ms. Gniadek stated that she has not been asked about the availability of the kits or the Board providing random testing.

The Board decided not to move forward with ordering these kits at this time.

Quaker Street Landfill – Clean Earth Presentation: Present for this meeting were Attorney Henry Lane, Mr. Kip Foley, and Mr. Nick Mucci of Clean Earth.

Ms. Criasia questioned whether Mr. Lane being the town moderator presented a conflict of interest and whether he had to file a Disclosure. Mr. Lane stated it does not – that he is considered a special municipal employee and as he does not appoint the members of the Board of Health there is no conflict.

Mr. Foley and Mr. Mucci presented an overview of the Quaker Street landfill, its deficiencies, and their proposal to cap an un-capped portion of the landfill with construction soils. Mr. Lane stated that this proposal would alleviate the Town's responsibility for the landfill for 30 years.

Ms. Criasia questioned why they would want to re-cap a landfill that is already capped. She asked if the Town's 30 year responsibility was over. Mr. Lane stated that the town will always be responsible. Mr. Lane stated that the cap is failing. Ms. Criasia asked how is it known that the cap is failing – because Mr. Foley and Mr. Mucci went to the site and made that determination?

Mr. Foley stated that he has been out to the site and that there are two issues. The failing cap and the area beyond the cap that was never capped. He stated that the construction soils pay for the capping as well as other amenities including a cash payment to the town estimated at one million dollars.

Ms. Criasia asked if they would be filing a FAM (Financial Assurance Mechanism) – Mr. Foley stated that they would be. Ms. Criasia asked if they had spoken with James McQuade at MassDEP yet – Mr. Foley stated that they have not as of yet as they wanted to bring the Town on board first.

Mr. Foley brought up a letter he had regarding this property from Mr. McQuade that indicates corrective actions are necessary. It was determined that this letter was not signed by Mr. McQuade and that it had never been sent to the town.

The Board indicated that they wanted to conduct a site visit of the property. Mr. Foley agreed to reach out to the Board with a date to do that. Ms. Criasia asked if the site visit could occur on a weekend. Mr. Foley stated he would arrange that and would be in touch with the office.

Talent Bank Forms: Ms. Criasia asked Ms. Lermond and Ms. Potty to give a brief background on themselves and to discuss why they would like to be appointed to the Board.

Ms. Lermond introduced herself to the Board stating that she is a retired Registered Nurse that worked in the trauma center at UMass Memorial on Lake Avenue for 22 years. She stated that she was also on a National Disaster Team for about 12 years. She stated that when she received the email she thought this might be a good way to keep herself active.

Ms. Criasia asked about the email. Ms. Gniadek stated that an email was sent to all the EDS Volunteers informing these health care professionals that there was an opening on the Board of Health.

Ms. Criasia asked Ms. Lermond if she had any knowledge of any other things that were discussed tonight like dirty dirt, landfills. Mr. McKeon stated that we're looking for a nurse. Ms. Criasia stated we are looking for another Board member that has to make a vote on all things brought before them.

Ms. Mary Potty stated that she is also a retired registered nurse that had worked at Milford Hospital for 13 years and also at St. Vincent's for the past 30 years. She stated that she's been in this town her whole life and thought that this would be interesting.

Mr. Cella asked if they had any questions for the Board. Ms. Lermond asked what would be involved for them. Ms. Criasia stated that they may at times have to assist the Administrator if she needs someone out in the field but that is not likely.

Ms. Potty asked what the Board's involvement was with Covid now. Ms. Criasia asked in what regard. Ms. Potty responded testing, etc. Ms. Criasia stated we have to follow state guidelines. Mr. Cella noted that each of the Board members has an expertise in an area that helps the Board make decisions that are best for the Town. Ms. Criasia stated that the Board members may not always agree on issues before them but that each has their own opinion and it is valued.

Ms. Criasia thanked them both for coming. Ms. Lermond and Ms. Potty left the meeting.

Ms. Criasia noted that there is just one opening on the Board. She questioned whether the Board could have an Alternate Member. Mr. McKeon stated that they couldn't do that – it would have to go to town meeting. Mr. Cella suggested that the Board recommend Ms. Potty as he felt she was very intent on listening during the meeting. Ms. Criasia asked Mr. McKeon for his recommendation. He stated he would pass. He stated he knew Ms. Lermond's family and that she is the one that he would pick. After a brief discussion the Board agreed to recommend Ms. Lermond for the open seat on the Board of Health.

Health Inspector Position Posting & Advertising: The Board discussed combining the health inspector position with the restaurant inspector position. Mr. Cella questioned whether combining the positions was being considered with the assumption that Ms. Edmands would be getting the regional inspector position and would no longer be working part-time for Northbridge. Ms. Criasia stated that she felt the position should be a full-time combined health inspector position regardless of whether Ms. Edmands is offered the regional job. Mr. McKeon agreed.

Ms. Gniadek stated that Ms. Gilchrist is paid per inspection from the Food Revolver account and that Ms. Edmands is paid an hourly rate out of the Board of Health budget. She further stated that Ms. Gilchrist is paid about \$14,000 per year and that Ms. Edmands is paid about \$4,000 per year. Mr. Cella asked how the Board would proceed. Ms. Gniadek suggested that the Board would need to start with a conversation with the town manager. Ms. Criasia agreed to look into this.

Old & New Business: Ms. Criasia discussed the Board's meeting time. Ms. Criasia made a motion that the Board start their meetings at 6:00 PM. This motion was seconded by Mr. Cella; the vote was all in favor.

Minutes: Ms. Criasia read aloud the minutes with the Board and suggested that edits be made. Mr. Cella disagreed noting that the section of the minutes she felt were not necessary had happened and therefore should be included. Ms. Criasia disagreed stating that minutes do not have to reflect every bit of conversation – that they simply need to reflect the votes of the Board. Ms. Criasia stated that the public reading these minutes would think the Board is weak – she stated she would not vote to accept the minutes. She stated she's not disagreeing that it didn't take place. **After some discussion Mr. Cella made motion to accept the minutes of July 27, 2021. This motion was seconded by Mr. McKeon. The vote was 2-1 in favor with Ms. Criasia opposed.**

The Board discussed their next meeting. Mr. Cella would be away the 2nd Tuesday in October. Mr. McKeon noted that the Board voted to meet the 2nd Tuesday of each month. They discussed meeting on Wednesday October 13th or Tuesday October 19th. Mr. Cella suggested the Board vote at each meeting to set their next meeting on a date that works for the members. Mr. McKeon noted that the Board would need to rescind their previous vote to meet the 2nd Tuesday of the month. Mr. Cella and Ms. Criasia agreed to schedule the next meeting for Tuesday, October 19th. Mr. McKeon stated he needs to check his calendar. Ms. Gniadek asked if the Board wanted to make that a motion – Ms. Criasia stated that was not necessary.

Correspondence: The Board received an invitation to the Northbridge Elementary School ribbon cutting ceremony on September 18, 2021.

There being no further business, motion to adjourn at 8:37 PM was made by Mr. Cella and seconded by Mr. McKeon – all in favor.

Attested by,

Jeanne M. Gniadek, Administrator

Next Meeting scheduled for: October 19, 2021 at 6:00 PM

List of Documents utilized by Board of Health
Meeting Date: September 14, 2021

A. Approval of Minutes

- 1) July 27, 2021 DRAFT Meeting Minutes

B. Food Establishments

- 2) Monthly Reports
 - a. June Monthly Report (prepared by T. Gilchrist)
 - b. July Monthly Report (prepared by T. Gilchrist)
 - c. August Monthly Report (prepared by T. Gilchrist)
- 3) Resignation Notice: Email (8/2/2021) Subject: Retirement from Terry Gilchrist

C. Blackstone Valley Partnership for Public Health (BVPPH)

- 4) Regional Health Inspector and Community Health Coordinator – *No documents*

D. COVID-19

- 5) Binax Now Test Kits: MDPH Memorandum dated July 29, 2021 (updated August 3, 2021)

E. Quaker Street Landfill

- 6) Clean Earth Presentation – September 7, 2021 slide presentation

F. Old & New Business

- 7) Talent Bank Forms
 - a. Talent Bank Form & Appointment Policy
 - b. Talent Bank Form – Linda Lermond
 - c. Talent Bank Form – Mary Potty
- 8) Health Inspector Position
 - a. PT Health Inspector Ad
 - b. DRAFT Health Inspector Job Description

G. Citizen's Forum - None

H. Correspondence

- Northbridge Elementary School Ribbon Cutting Ceremony Invitation