



TOWN OF NORTHBRIDGE
BOARD OF HEALTH

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The Northbridge Board of Health approved these minutes at a meeting held February 27, 2012.

MEETING MINUTES - January 10, 2012

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

Reorganization of Board of Health: Motion was made by Mr. McKeon nominating Mr. Chase for Chairman; motion seconded by Mr. Garabedian. Motion made by Mr. Chase nominating Mr. McKeon for Chairman; motion seconded by Ms. Thompson. Mr. Chase stated that he was unable to serve as Chair. The Board voted on the nomination of Mr. McKeon as Chairman; the vote was all in favor.

Mr. Garabedian nominated Mr. Cella for Vice-Chairman; motion was seconded by Ms. Thompson; the vote was all in favor.

Minutes: A motion was made by Mr. Cella to accept the minutes of **November 15, 2011**. Motion seconded by Mr. Garabedian; the vote was 3-0 in favor. Ms. Thompson and Mr. Chase abstained.

Compost Site Facility: The Board met with James Shuris, DPW Director, and Rob VanMeter, Highway Superintendent, to discuss the existing compost facility and ideas for possible expansion.

Mr. McKeon stated that when this facility was first approved by the DEP, it was with the understanding that the DPW would be turning the piles. Mr. Shuris stated that since he's been here, that has not been happening. He stated that it did not look like the piles had been turned in quite some time and that the area where the clippings are currently being placed is running out of room. Mr. Shuris stated that he would like to relocate the piles to another area where they can be turned and to have the site operate as a true composting facility. Mr. McKeon suggested that they do whatever needs to be done to operate the site. He stated that he would be glad to meet on location to discuss. In reviewing the DEP application for a composting facility, Ms. Gniadek stated that any substantial changes in the site, design or operation of, would require the submission of a revised registration to the DEP.

In other business, the Board discussed a letter from the Town of Douglas asking if Northbridge would be interested in operating as a Regional Composting facility. The Board agreed that at this time, due to site constraints and the private railroad crossing, that opening the site to another municipality would not be feasible.

Food Establishment Quarterly Inspection Report Review – Brian's Restaurant: The Board reviewed the reports from 2011 for this establishment. Based on the finding of 3 Critical violations in their last report, the Board requested that Ms. Gilchrist continue with Quarterly inspections of this establishment.

Mr. McKeon also indicated his concern over mice droppings still being noted in these reports. Mr. McKeon requested that Brian's Restaurant be sent a letter informing them that must supply this office with copies of their monthly pest control reports indicating what services were done and what pest activity was noted. The Board agreed asking that the reports from the last 3 months and for each month moving forward be supplied to this office for review.

Food Establishment Quarterly Inspection Report Review – Domino's Pizza: The Board reviewed the reports from 2011 for this establishment. Based on the finding of 2 Critical violations and the finding of mice droppings, the Board requested that Ms. Gilchrist continue with Quarterly inspections of this establishment.

Additionally, the Board requested that a letter be sent to the owner requiring them to supply this office with copies of their monthly pest control reports indicating what services were done and what pest activity was noted. These reports must be submitted for the last 3 months and for each month moving forward.

Food Establishment Quarterly Inspection Report Review – Family Wok: The Board reviewed the reports from 2011 for this establishment. Based on the finding of 5 Critical violations in their last report, the Board requested that Ms. Gilchrist continue with Quarterly inspections of this establishment.

Food Establishment Quarterly Inspection Report Review – King Jade: The Board reviewed the reports from 2011 for this establishment. Based on the finding of 2 Critical violations in their last report, and due to the preparation of sushi under the approved HACCP plan at this establishment, the Board requested that Ms. Gilchrist continue with Quarterly inspections of this establishment.

Food Establishment Review – Foppema's Farm: This matter was placed on the agenda due it recent coming to light that the facility is on a private well that may require DEP approval. It was noted that this facility started as a simple farmstand, progressed into baking off frozen pies, and now prepares food on-site such as biscuits. There are no records on file that show that water quality testing was done on the well. Mr. McKeon informed the Board that if a well services 25 or more people per day for at least 60 days, then it becomes a public water supply subject to DEP approval.

The Board requested that a letter be sent to the owners of the farm requesting their attendance at the next Board meeting to discuss this matter. An email has been sent to DEP addressing these concerns.

Food Establishment Review – West End Creamery – Well Water Reports: The Board reviewed a spreadsheet with well testing results from 2006. The Board will monitor the April well testing results. It was noted that the DEP has control and jurisdiction over this public water supply system.

Hill Street Barn Update: Ms. Gniadek informed the Board that Mr. Kevin Sullivan, Inspector of Animals, had visited the Hill Street property several times and did not find any horses being stabled there. Ms. Thompson stated that she has not seen any horses there lately either. No further action on this matter was taken by the Board.

Barn Permit Application – 120 Northbridge Road/Hollenbeck: The Board reviewed a barn permit application from Kevin Hollenbeck for the stabling of 10 horses at 120 Northbridge Road, Mendon (house and barn are located in Northbridge). Mr. McKeon informed the Board that he had received a call from Kevin Sullivan Inspector of Animals, to accompany him on the re-inspection of this property

as his initial inspection resulted in a call to the Animal Rescue League and the Department of Agriculture due to the unsanitary condition found at this property.

The Board tabled this matter until Mr. Sullivan reports back to the Board on whether there has been any improvement at this property.

Quaker Street Landfill Monitoring Report: The Board reviewed the Fall 2011 monitoring report for the Quaker Street landfill. The next round of monitoring will occur in Spring 2012.

Old & New Business

The Board discussed the recent appointment of **Matt Armendo as Health Inspector** by the Town Manager. That appointment was affirmed by the Board of Selectmen at their meeting on January 9th, 2012. Ms. Gniadek informed the Board that she had met previously with Mr. Armendo who had applied for this position previously and was a strong candidate for the position at that time. Mr. Garabedian and Mr. Cella has participated in the original interview of this applicant.

The Board reviewed a **Special Permit Application for a Common Driveway on Carpenter Road**. Mr. McKeon stated that there are no health issues associated with this application. A memorandum is to be sent to the Planning Board indicating that the Board has no comment on this application.

The Board reviewed the **Annual Town Report for 2011**. The report will be forwarded to the office of the Town Manager for inclusion in the 2011 Town Report.

Correspondence: The following correspondence was distributed to the Board:

- DEP System Modification Approval Letter – Whitin Pond Wellfield
- The Town of Northbridge Sexual Harassment Policy
- Notice of the February 21, 2012 Special Town Meeting

There being no further business, motion to adjourn at 8:30 PM was made by Mr. Cella and seconded by Mr. Garabedian – all in favor.

Attested by,

Jeanne M. Gniadek, Administrator

*List of Documents utilized by Board of Health
Meeting Date: January 10, 2012*

- 1) DRAFT Minutes of November 15, 2011 Meeting
- 2) Compost Site Discussion
 - a) DEP listing of Northbridge as approved facility
 - b) Letter from Town of Douglas RE: Regional Compost Facility
- 3) Food Establishment Quarterly Inspection Review
 - a) Brian's Restaurant – 2011 Inspection Reports
 - b) Domino's Pizza – 2011 Inspection Reports
 - c) Family Wok – 2011 Inspection Reports
 - d) King Jade – 2011 Inspection Reports
- 4) Foppema's Farm – Email to DEP Drinking Water Program
- 5) West End Creamery – Spreadsheet noting results of well water tests filed with Board of Health since 2006
- 6) Hill Street Barn – Inspection Report
- 7) Northbridge Road Barn Permit Application
- 8) Quaker Street Landfill – Report of Sovereign Consulting dated 12-15-2011
- 9) Health Inspector Appointment - Resume of Matt Armendo
- 10) Special Permit Application: Carpenter Road/Common Driveway/Matthew Leonard
- 11) Annual Town Report DRAFT
- 12) Correspondence
 - a) DEP Letter dated 12-9-2011 RE: Whitin Pond Wellfield
 - b) Town of Northbridge Sexual Harassment Policy
 - c) Memorandum dated 12-20-2011 RE: Special Town Meeting