



TOWN OF NORTHBRIDGE
BOARD OF HEALTH

Aldrich School Town Hall Annex – 14 Hill Street
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Phone# (508) 234-3272 Fax# (508) 234-0821

The Northbridge Board of Health approved these minutes at a meeting held February 8, 2011.

MEETING MINUTES - January 24, 2011

This meeting was called to order at 6:00 PM by Mr. Paul McKeon, Chairman. Other members present were Mr. Chris Cella and Mr. Steve Garabedian. Ms. Ann Marie Thompson and Mr. Scott Chase were absent. Also present was Jeanne M. Gniadek, Administrator.

Minutes: A motion was made by Mr. Cella to accept the minutes of **December 14, 2010**. Motion seconded by Mr. Garabedian; the vote 3-0 in favor.

Health Inspector Position: Mr. Cella and Mr. Garabedian reviewed with the Board their comments after interviewing four of the five candidates for the Health Inspector position. *(The fifth candidate was unable to keep his scheduled interview due to illness.)*

Mr. Garabedian stated that he was most impressed with William Starr and Lois Luniewicz. Mr. Cella stated that he was most impressed with William Starr and Matthew Armendo. Mr. McKeon stated that he would not participate in the vote as he was not present for the interviews.

Motion made by Mr. Cella to recommend to the Town Manager the appointment of William Starr as the Health Inspector at a rate of \$30 per hour for a 3-month probationary period. Motion seconded by Mr. Garabedian; the vote was 2-0 in favor with Mr. McKeon abstaining.

Code of Regulations – Proposed Amendments: The Board reviewed and proposed amendments to the Administrative Procedures, Food Establishment, Frozen Dessert Machines, Swimming Pools, Tanning Salons, Bathing Beaches, Recreational Camps for Children and Massage Establishment sections of the current Board of Health regulations.

The Board stated that they will review additional sections of regulations at their next meeting with a tentative public hearing date of early spring for final adoption of all proposed amendments.

Annual Report – 2010: The Board reviewed the draft annual report of the Board as prepared by Ms. Gniadek. Also reviewed by the Board was the annual report of the Visiting Nurse Association.

Motion to approve and submit to the office of the Town Manager for publication was made by Mr. Garabedian. Motion seconded by Mr. Cella; the vote was all in favor.

Inspector of Animal Pay Discrepancy: Mr. McKeon informed the Board that in discussion with the Town Manager it was recommended that the Board allow Mr. Gosselin an opportunity to discuss what he believes to be a discrepancy in his pay as Inspector of Animals.

Mr. Cella stated that the Board made a decision because the Town Manager did not want any involvement in this matter but now that he isn't happy with the decision made he wants the Board to revisit it. Mr. Garabedian agreed stating that a decision has been made. Mr. McKeon informed the Board that he is only relaying what the Town Manager said to him. Mr. McKeon stated that it is his feeling that this matter is done and that the Board should not go back and vote on something that has already been decided.

Ms. Gniadek informed the Board that the Town Manager had asked whether or not she paid the previous Animal Inspector to attend the seminar in question. Ms. Gniadek stated that she researched payment vouchers for FY 07, 08, and 09 and that the previous Inspector was not paid for his attendance at this seminar.

Distribution of Sexual Harassment Policy: Ms. Gniadek distributed the Town's Sexual Harassment Policy to each of the Board members and requested that each sign off on the receipt of the policy as required by the office of the town manager.

Correspondence: The following correspondence was distributed to the Board:

- Letter from Burnham Miller to the Northbridge Planning Board dated December 18, 2010
- Letter from the Department of Environmental Protection regarding the effect of the Permit Extension Act on the proposed amendments to the solid waste laws governing solid waste transfer stations
- Memorandum regarding the Spring Annual Town Meeting scheduled for May 3, 2011
- Memorandum regarding the submission of warrant articles for the Town Meeting
- Letter from the Central Massachusetts Mosquito Control Project regarding the first quarterly meeting of the State Reclamation & Mosquito Control Board

There being no further business, motion to adjourn at 7:40 PM was made by Mr. Garabedian and seconded by Mr. Cella – all in favor.

Attested by,

Jeanne M. Gniadek, Administrator

List of Documents utilized by Board of Health
Meeting Date: January 24, 2011

- 1) DRAFT Minutes of December 14, 2010 Meeting
- 2) Health Inspector Position
 - a) Resumes of Lois Luniewicz, Peter Aldahondo, Matthew Armendo, William Clougherty, & William Starr
 - b) Letter from Matthew Armendo dated January 12, 2011
 - c) Email from Lois Luniewicz dated January 13, 2011
- 3) Packet of Proposed Amendments to Code of Regulations governing: Administrative, Food, Frozen Dessert Machines, Swimming Pools & Hot Tubs, Bathing Beaches, Tanning Facilities, Recreational Camps for Children, and Massage
- 4) Annual Town Report 2010
 - a) Memorandum regarding submission of Annual Town Report
 - b) Draft Annual Report of the Board of Health
 - c) Annual Report of the Visiting Nurse Association
- 5) Memorandum and Sexual Harassment Policy of the Town of Northbridge
- 6) Correspondence
 - a) Letter dated December 18, 2010 from Burnham Miller to Northbridge Planning Board
 - b) DEP Letter regarding Permit Extension Act and solid waste laws
 - c) Memorandum regarding Spring Annual Town Meeting on May 3, 2011
 - d) Memorandum regarding submission of Warrant Articles
 - e) Letter from Central Massachusetts Mosquito Control Project dated January 17, 2011