



**Board of Health  
Town of Southwick**

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Phone: (413) 569-1212 Fax (413) 569-5284

**MINUTES**

**February 16, 2023**

**OPENING**

The regularly scheduled meeting of the Board of Health opened at 6:00 p.m. The following were in attendance:

Thomas Hibert – Health Director  
Sue Brzoska – Chairperson  
Jean Nilsson – Member

**MINUTES**

Mrs. Nilsson made a motion to table the Board of Health minutes from the February 2, 2023 meeting until Ms. Brzoska makes corrections. Once revised, the minutes will be emailed to the BOH members for review prior to the March 2, 2023 meeting. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

**PUBLIC COMMENT**

There was not public comment.

**PHYSICIAN AGREEMENT**

Ms. Brzoska emailed a physician agreement to a potential physician. She will follow up.

**RESIGNATION**

Mrs. Nilsson made a motion to accept Diane Giordano resignation effective on February 13, 2023, stipulating that this resignation will be final. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor. The Selectboard's Office, Treasurer and Accountant have been notified. Mr. Hibert will contact the Select Board's office concerning a replacement.

Mrs. Nilsson will help Mr. Hibert issue permits/licenses and submit payments.

**HEALTH DIRECTOR'S REPORT**

**Septic:**

Percolation tests were conducted at 8 Concord Road and 32 Hillside Road.

A final inspection was conducted at 181 College Highway for a tank replacement.

A septic repair plan was approved for 80 South Longyard Road and new septic plan was approved for 32 Noble Steed.

**Housing:**

Mr. Hibert met with the owner of 2 Lakemont Street to discuss the condition of the dwelling. The Building Inspector sent the owner a violation letter. The owner of the property said there is running water and electricity. The caved in area of the house is over a porch, not the living area. The owner has plans to sell the property.

Mr. Hibert will monitor the situation for a few weeks to see if the owner initiates the sale of the property

otherwise, condemnation of the property will be considered.

### **Food Service:**

Mr. Hibert conducted an inspection at the Cottages. A sprinkler line broke in the kitchen and flooded a small area. The line was fixed and the kitchen area was cleaned.

Mr. Hibert gave the new owners of Zantos a food service application to complete. He will contact the new owners tomorrow (February 17) and tell them to deliver the completed application with the fee on Tuesday, February 21. He will then conduct an inspection.

Mr. Hibert addressed the delinquent food permits.

Red's Café has been closed since early January and will open February 23, 2023. No fine will be applied, unless they do not pay for their permit upon opening.

Pasticceria Italia Bakery paid for the fine, but not the application fee for their permit.

Gristmill turned in the application on January 27, 2023, but did not pay the fine.

Prime Steak House is scheduled to open next week.

4 Dad's (formerly Crabby Joe's) submitted a kitchen design. Mr. Hibert will contact Tom FitzGerald to be brought up to date concerning the setup.

### **Other:**

There was some confusion as to the permit/license fee for the tanning salons. It appears 2 different applications have been used in the past – one charging \$50 and another charging \$100.

Mr. Hibert is in the process of reviewing all the Board of Health's applications for permits/applications. Application dates are being removed, fees will be corrected according to the BOH fee schedule, formats are to be standardized and mistakes will be corrected.

Mr. Hibert spoke with Cindy Sullivan and Randy Brown concerning the water spray park being proposed at Whalley Park. The State is working on revised pool regulations to include water spray parks, but the completion time is not known. Currently, BOH approval is not needed if the spray park's water comes straight from a spigot and then drains. If recirculation is involved or large volumes of water are used (proposed water usage at peak times is estimated at 22,000 gal/day) DEP approval will be needed.

Mr. Hibert is in the process of acquiring information from OSHA for his position as the Town's OSHA Safety Coordinator.

### **Grants:**

Mr. Hibert has been working with the MDPH to understand the PHE Nursing Grant. He presented a Quarterly Expense Report, but clarification is needed as to the function of the funds in the *Agency Admin. Support* line item. We want to move funds from the *Agency Admin. Support* line item to other areas such as *Training/Credentialing*. Mr. Hibert will find out if the FY24 grant will include funds for cost of living raises for our nurses. The BOH discussed purchasing a new more efficient color copier for our nurses to use. Mr. Middleton is setting up a Wi/Fi connection so our nurses can print to the existing copier. Also, the BOH laptop for the Director to use is being fixed. That is not under the grant.

The Board of Health wants to continue participating in the Tri-Town Nursing Grant (if available for FY24) which covers Covid-19 tracing done by Mary Thomas for the towns of West Springfield, Agawam and Southwick.

Alex applied for the Massachusetts Department of Public Health's Master Service Agreement. This is a generic state agreement effective until 2038, which will help simplify applying for and receiving future State grants. Mr. Hibert obtained the required signatures on the agreement and submitted the application.

**Meetings:**

Mr. Hibert attended a Town of Southwick Department Head Meeting.

Telephone usage was discussed at the Hampden County Health Coalition Meeting (HCHC). Mr. Hibert will notify HCHC that Mr. FitzGerald's and Mr. White's phones are no longer in use. Since HCHC does not take back used phones, Mr. Hibert will ask Jim Middleton how to dispose of them.

Mr. Hibert attended a Housing Code Training Class which addressed the revised Housing Code.

Mr. Hibert conducted a Board of Health Staff meeting with our Public Health Nurses.

**Unanticipated Items:**

The Board discussed the proposed subdivision of the property previously earmarked for Carvana. If the sewer line is not extended to the property, percolation tests and septic systems will be required. Private wells will be needed if Town water is not available.

Ms. Nilsson will provide the BOH with a list of all the properties connected to the sewer line, so that old septic plans for those properties can be removed from the BOH files.

The Agawam Health Inspector asked Mr. Hibert to review a disposal septic system plan for a house to be built on Risings Corner in Southwick, but the septic system will be constructed in Agawam. Thomas FitzGerald performed the percolation test for the house in Agawam, but did not design the plan. Mr. Hibert contacted several health officials to see if this was a conflict since Mr. FitzGerald is a Consultant for the Southwick Board of Health. Mr. FitzGerald did not design the plan, nor will he review the plan, the consensus was that it is not a conflict. The BOH decided, since the septic system is in Agawam, the Agawam Health Department should review the plan. The BOH will request a copy for our files, since the building plan will be filed in Southwick.

**ADJOURNMENT**

The next meeting of the Board of Health is scheduled for March 2, 2023 at 6:00 p.m.

Mrs. Nilsson made a motion to adjourn the meeting at 7:47 p.m. Ms. Brzoska seconded the motion. The roll call vote was unanimous in favor.

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Thomas Hibert, Health Director

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Sue Brzoska, Chairperson

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Jean Nilsson, Member

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Mikenzie Cain, Vice Chairperson

