



**Board of Health
Town of Southwick**
454 College Highway, Southwick, MA 01077
Phone: (413) 569-1212 Fax (413) 569-5284

MINUTES April 6, 2023

OPENING: The regular scheduled meeting of the Board of Health opened at 6:03 p.m. The following members were in attendance:

Tom Hibert – Health Director
Mikenzie Cain – Vice Chairman
Jean Nilsson – Member
Tricia Sedelow – Public Health Nurse on Zoom
Christine Southworth – Public Health Nurse on Zoom

PUBLIC COMMENT

There was no public comment.

MINUTES

Mrs. Cain made a motion to accept the March 16, 2023 minutes. Mrs. Nilsson seconded the motion. The roll call vote was unanimous in favor to approve.

PUBLIC HEALTH NURSES'S REPORT

See attached.

BOARD OF HEALTH SECRETARY

One applicant had applied directly for the position. She is already employed internally as a part time secretary. Mr. Stinehart will discuss with the Select Board about adding the Board of Health's 10 extra secretary hours to her position. This may require a change in the hourly wage, benefits and involve becoming a Union position. A second applicant filled out a generic application to work for the Town. Mr. Hibert will contact the applicant to see if there is interest in the Board of Health's secretary position.

BOARD OF HEALTH FY24 BUDGET

Ms. Brzoska and Mrs. Nilsson met with the Finance Committee to present the Board of Health's proposed FY2024 budget.

PHYSICIAN AGREEMENT

The Health Consultant will be paid from the Public Health Excellence Grant. Mr. Hibert is waiting for the Accounting Department to give him a year-to-date report so we can review the status of our current accounts. Grant funds will have to be transferred from other accounts into the Health Consultant account since it is currently not funded.

HEALTH DIRECTOR'S REPORT

Disposal Septic System:

- Percolation tests witnessed at 19 Foster Road (new). There was a temporary mobile home on the site. New construction will have 3 bedrooms instead of 2, so new plans were submitted.
58 Vining Hill Road (repair)
14 Revere Road (repair)
- Final Inspection conducted at 194 Granville Road (new)
- Septic Plan approved for 25 Meadow Lane (new) and 19 Foster Road (new)
- Certification of Compliance issued to 164 South Longyard Road

Housing Inspection:

2 Lakemont Street – The Building Inspector and Mr. Hibert tried again to contact the owner to conduct an inspection. If Mr. Hibert is not able to contact the owner by the end of next week, he will send a certified letter requesting such.

160 Point Grove Road – Lakeview Apartments. The Building Inspector and Mr. Hibert were going to conduct the inspection. The tenant stated that the heat did not come back on after the power outage. However, the heat did work, so no inspection was needed.

440 College Highway – Landlord said violations have all been corrected. Mr. Hibert will conduct an inspection next week.

16 Congamond Road – There was a complaint of trash bags on the property. Mr. Hibert contacted the Housing Authority who owns the property. This was the same complaint that the BOH received last year. Mr. Hibert visited the property and spoke with an occupant who said that something would be done with the trash. There was concern of young children living in the house.

Food Service Inspections:

- Mr. Hibert did not conduct any food inspections.
- There are no more delinquent food establishments. All permits and fines have been paid and certifications submitted.

PHE NURSING GRANT

There was a meeting with all the Towns (except Russell). Minutes are attached. Mr. Hibert ordered some inspection equipment and inspection software to be shared by all the Towns. Another meeting is scheduled for April 18th.

The MDPH is encouraging the Towns to hire a Shared Service Coordinator to manage the grant and to apply for additional grants if available and approved by the Towns. Mr. Hibert would oversee the Coordinator and the Public Health Nurses.

Mr. Hibert will draft an inter-municipal agreement to present to all the Towns. The Agreement basically creates a board consisting of Board of Health members from each Town who will be involved in decisions involving the grant, instead of Southwick solely making the decisions.

CREPES TEA HOUSE

Crepes Tea House, 157 Feeding Hills Road, built fully enclosed gazebos with electricity and windows within the 200 foot flood plain. They want to increase their restaurant capacity based on their parking spaces which would accommodate 144 patrons. In the summer, they will have less capacity in the main building and more

in the gazebos and in the colder months, there will be more capacity in the main restaurant and none in the gazebos. The current septic plan is from 1999 and is sized for 94 patrons.

The Board discussed the septic plan in relation to the number of patrons proposed. Crepes Tea House would have to increase the septic system to be in compliance with Title V if there is an increase in seating. The playground is located on top of the septic system. Crepes Tea House would have to construct a new leach field, but space is limited. An increase in the leach field would be within the 50 foot wetland buffer.

Mrs. Nilsson made a motion for Mr. Hibert to submit a letter to the Planning Board, prior to the public hearing for the Special Permit, to deny further seating than what the capacity is for their currently existing septic system. Mrs. Cain seconded the motion. The roll call vote of the Board was unanimous in favor.

MEETINGS

Western Massachusetts Public Health meeting will have training on the new Housing Code later in the year, in addition to the annual Disposal Septic System seminar. The new Housing Code is scheduled to be in effect sometime in April.

Mr. Hibert and Nadine, the Assistant Chief Administrator Officer met with Debbie Williams from MIIA to discuss the Safety Committee that used to be active. The Health Director and representatives from other Town Departments comprised the Committee which addressed employee safety. Mr. Hibert will help to resurrect the Safety Committee.

Mr. Hibert attended a WPMHA meeting.

ADJOURNMENT

The next meeting is scheduled for April 20, 2023 at 6:00 p.m.

Mrs. Cain made a motion to adjourn the meeting at 6:41 pm. Mrs. Nilsson seconded the motion. The roll call vote was unanimous in favor.

Tom Hibert, Health Director

Sue Brzoska, Chairperson

Jean Nilsson, Member

Mikenzie Cain, Vice-Chairperson

Date