

**MINUTES  
BOARD OF HEALTH  
December 12, 2019**

OPENING: The regular scheduled meeting of the Board of Health opened at 7:00 p.m. The following members were in attendance:

Dr. Jerome Azia

Jean Nilsson

Sue Brzoska

Mr. Thomas FitzGerald, Health Director, was also in attendance.

This meeting is being held in addition to the Board of Health's regularly scheduled meetings

**DISCUSSION/APPROVAL OF HEALTH DIRECTOR'S CONTRACT**

The Board will make an appointment next week to officiate the contract with Ms. Tammy Spencer.

The Board reviewed and revised the Letter of Employment for Ms. Spencer. Ms. Brzoska motioned to present the Letter of Employment to Ms. Spencer once all revisions have been reviewed. Ms. Nilsson seconded the motion. The vote of the Board was unanimous in favor.

**SIGN OFFS**

- 33 Gillette Avenue
- 303 North Loomis

**FOOD SERVICE INSPECTIONS**

King Yen Too (complaint investigation)

Mr. FitzGerald investigated a complaint regarding employees not using gloves while preparing food. The Food Code states that employees are not required to use gloves while handling food in its raw state, however employees are required to use gloves while handling cooked food. Regarding this situation the employees were found to be in compliance with the Food Code.

The next scheduled meeting is December 19, 2019.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

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Jessica Pelley, Secretary

cc:  
Select Board  
Town Clerk

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Dr. Jerome Azia, Chairman

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Tom FitzGerald, Health Director

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Sue Brzoska

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Jean Nilsson

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Date