

**MINUTES
BOARD OF HEALTH
October 18, 2018**

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
Sue Brzoska

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

MINUTES

Dr. Azia made a motion to accept the minutes of October 4, 2018. Ms. Brzoska seconded the motion. The vote of the Board was unanimous in favor.

ATTENDANCE

Dennis Lane from The Coalition for Responsible Retailers attended the meeting.

MR. FITZGERALD'S REPORT

87 Klaus Anderson Road Demolition permit has been issued.

440 College Highway A permit has been obtained to build a second means of egress within the second floor apartment.

250 College Highway Mr. Art Lawler, Building Inspector, completed his inspection report and sent his report to the owner of record.

Apartment 13 Cedar Street Apartments The owner of record contacted Mr. FitzGerald to inform him that she is in the process of rectifying the minor code violations within the apartment. Mr. FitzGerald will reinspect the property once all repairs are made.

21 Island Way Mr. FitzGerald inspected the dwelling at the owner's request. Mr. FitzGerald noted minor code violations. The owners are in the process of bringing the dwelling up to code. Mr. FitzGerald may be asking the owners to sign a non rental agreement. Mr. FitzGerald will reinspect the property once all repairs have been made.

20 Davis Road Mr. FitzGerald received a complaint from a neighbor regarding the smell of sewage and burning materials. Mr. FitzGerald did not smell any sewage or witness any burning during his visit. The fire department was made aware of the neighbor's complaint regarding the burning.

OUTSTANDING INVOICES: Crestview has paid their outstanding invoice for perc tests done at the former Southwick Country Club.

FINAL INSPECTIONS

- 47 College Highway
- 34 Lexington Circle (d-box)

SIGN OFFS

- 3 Robin Road

SOIL EVALUATIONS

- 139 Vining Hill Road

SECRETARY JOB DESCRIPTION The Board discussed the Secretary Job description.

FOOD SERVICE PERMITS UPDATE Cover letter to accompany food permits will include *Section II Penalties and Fines* from *Regulations for Food Establishment Permit Application Payment and Reinspection Fees*. Food Permit Applications have been revised. Applications will be mailed on November 1, 2018.

FOOD SERVICE INSPECTIONS

- Woodland School
- Southwick Recreation Center
- Roma (complaint investigation)
- New food code implemented on October 12, 2018

TOBACCO CONTROL DISCUSSION The Board discussed the restriction on flavored vape products.

ENVIRONMENTAL

Municipal Vulnerability Preparedness (MVP) Workshop

SEMINARS/TRAININGS/MEETINGS

- WMPHA Totally Title 5 Conference 10/31/2018
- MHOA Annual Conference, Falmouth 11/14-11/15/2018
- MA PHIT Housing Course, Hadley 12/5, 12/6, and 12/10/2018

The next scheduled meeting is November 1, 2018

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Jessica Pelley, Secretary

cc:
Select Board
Town Clerk

Dr. Jerome Azia, Chairman

Tom FitzGerald, Health Director

Sue Brzoska

Jean Nilsson

Date