

**MINUTES
BOARD OF HEALTH
November 1, 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
Jean Nilsson

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

MINUTES

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

MR. FITZGERALD'S REPORT

87 Klaus Anderson Road The dwelling has been demolished.

440 College Highway The second means of egress has been completed. The case has been dismissed.

250 College Highway Mr. FitzGerald and Mr. Lawler have completed their inspection reports on the property. The tenant was not satisfied and contacted the state Housing Inspector Scott Koscela. Mr. Koscela was satisfied with the inspections and the reports done by Mr. FitzGerald and Mr. Lawler.

Apartment 13 Cedar Street Apartments The owner of record is in the process of rectifying the minor code violations within the apartment.

21 Island Way Mr. FitzGerald issued the letter of violation to the owner.

86 Summer Street Mr. FitzGerald received a complaint regarding sewage in water outside the residence.

52 Cooley Street Mr. FitzGerald received a complaint from a woman alleging that children living in a nearby residence are being forced to defecate outside. Mr. Art Lawler, Building Inspector, contacted Protective Services. Mr. Lawler and Mr. FitzGerald will inspect the property in the presence of Protective Services.

810 College Highway There has been no progress made on the property. Mr. FitzGerald has filed for a show cause hearing in Housing Court.

10 Second Street (Sewer shut-off) Mr. FitzGerald inspected the property and did not notice any signs of sewage. The residence is currently occupied.

109 Bungalow Street (Water service shut-off) Mr. FitzGerald inspected the property. The residence is currently vacant.

65 Lakeview Street (Water service shut-off) Mr. FitzGerald inspected the property. The residence is vacant and currently being renovated. The water has been restored.

FINAL INSPECTIONS

- 37 Coes Hill Road

SIGN OFFS

- 214 Vining Hill Road
- 11 Noble Steed Crossing

SOIL EVALUATIONS

- 139 Vining Hill Road (2) new location

SECRETARY JOB DESCRIPTION The description for the position the Secretary of Inspectional Services currently holds dated December 28, 2005 has been received by The Board of Health. However, The Board needs clarification as to which budget(s) the Secretary of Inspectional Services salary is paid from.

FOOD SERVICE PERMITS UPDATE Food Permit Applications were mailed on November 1, 2018

FOOD SERVICE INSPECTIONS

- Southwick Regional School

New food code implemented on October 12, 2018

Pride Gas Station located at 198 College Highway has requested a septic design change. The owner of record would like to have the ability to prepare food at this location. The Board of Health will be sending a letter requesting more specific information on how and where the food will be prepared.

EMERGENCY PREPAREDNESS

HCHC Emergency Planner interviews have been completed. Emergency Dispensing Site (EDS) training is continuing. The Town of Southwick is well equipped with emergency supplies.

VACATION Mr. Barry Searle will be covering for Mr. FitzGerald while he is on vacation.

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 December 6, 2018

Meeting adjourned at 8:00 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