MINUTES
May 2, 2024

OPENING: The regular scheduled meeting of the Board of Health opened at 6:00 p.m.

Members in attendance:
Sue Brzoska - Chairperson
Dr. Terry Putnam - Member

Town Staff:
Tom Hibert - Health Director

PUBLIC COMMENT

Andrea Bugbee and Deborah Randzio presented information about the newly formed Southwick Land Trust (info@southwicklandtrust.org). The Trust is a non-profit, non-governmental organization of community volunteers with a focus to conserve ecological, scenic, historic and agricultural land and to promote appreciation of open space.

Ms. Bugbee and Ms. Randzio invited the Board to participate in the first annual Southwick Spiff Up to be held on Saturday, May 18th from 9-11 A.M. rain or shine and sponsored by the Southwick Land Trust. This town-wide event will allow our community members to show their community spirit while spending a short time making a noticeable impact on our Town.

MINUTES

Dr. Putnam made a motion to accept the minutes from April 4, 2024 and to include the Nursing reports from April. Ms. Brzoska seconded the motion. The roll call vote of the Board was unanimous in favor to approve.

PUBLIC HEALTH NURSE’S REPORT

Tricia Sedelow presented the April 2024 nursing report. See attached. Ms. Brzoska asked Ms. Sedelow to contact the School Nurse to learn if students attend a Health class and what is taught in the class.

DISCUSSION

Lot 14 Saw Grass Lane - Dennis Aube (owner) asked the Board if the percolation test on performed in 2018 is still acceptable. The percolation rate was less than 2 minutes per inch with no ground water. The Southwick Board of Health’s Septic Regulations state that percolation tests are valid for 5 years. After that time, each percolation test will be reviewed on an individual basis for validity. Mr. Hibert recommended to accept this percolation test. Ms. Brzoska made a motion to accept the percolation test. Dr. Putnam seconded the motion. The roll call vote of the Board was unanimous in favor.
**Tobacco Regulations:** The Board needs to update their regulations to reflect the MDPH’s regulations. The Mass Health Officer’s Association has a Tobacco Program with members who will update our regulations. The Board went through a checklist of tobacco related questions which will be used to update our regulations.

**Fee Schedule:** Ms. Brzoska reviewed the fee schedule and agreed with Mr. Hibert about raising most of the fees by $25, except for restaurants. Mr. Hibert said the *E-Permitting* may be included in the Town Budget’s and voted on at the annual Town Meeting. Mr. Hibert wants to check the naming of permits/licenses in the E-Permitting program before we create any new names for permits (e.g. Emergency Septic Repair Permit).

**Renewal Application Update** – Mr. Hibert did not have a chance to check on the delinquent establishments.

**Fat, Oil and Grease (FOG) Regulations:** No update.

**HEALTH DIRECTOR’S REPORT**

**Disposal Septic System:**

An installer questioned the validity of the repair septic plan previously approved in 2019 and the repair percolation test done in 2019 for 134 Feeding Hills Road. The plan is over 3 years old. Mr. Hibert recommended that the Board approve the percolation test and plan, but for the installer/owner to submit a new Disposal Construction Permit Application with the plan to be re-approved. Ms. Brzoska made a motion to accept the percolation test done on March 2019 and the septic plan submitted in March 2019 with reapproval by Mr. Hibert. The percolation test was less than 2 minutes per inch. The plan was designed by Barry Searles. Dr. Putnam seconded the motion. The roll call vote of the Board was unanimous in favor.

A repair septic system plan was approved for the following:
- 16 Foster Road
- 21 Foster Road
- 12 Meadow Lane

Repair percolation tests were performed at the following locations:
- 34 Fernwood Drive
- 8 Tammy Lane
- 24 Will Palmer Road
- 51 Coes Hill Road
- 44 Congamond Road
- 56 Sunnyside Road
- 176 South Longyard Road

Other septic system related issues:
- 75 Hillside Road – a plan was approved and a final inspection performed for a repair.
- 234 Sheep Pasture Road – a Certificate of Compliance was issued for a tank repair.
- 9 Overlook Lane – There will be a deed restriction for a 5-bedroom house. The plan was approved, the final inspection performed and a Certificate of Compliance issued.
- 246 Feeding Hills Road – final inspection was conducted and a Certificate of Compliance issued for the repair.
- 272 Granville Road – Mr. Hibert had sent an enforcement letter. The plan was recently received and will be reviewed.
- 55 Foster Road – a percolation test for new construction was performed.
- 465 North Loomis Street – a final inspection was performed for a repair.
Mr. Hibert noted that the Southwick Board of Health’s Septic System Regulations state that Title V inspectors are to notify the Board of Health at least 5 days in advance of an inspection. Mr. Hibert suggested that the Board notify the inspectors of this regulation, since they are not aware of it.

**Housing Inspection:**

- **80 Bungalow Street** – Mr. Hibert spoke with the owner. He will schedule an inspection with the Highland Valley representative.
- **82 North Lake Avenue** – There was a complaint of trash and junk in the yard. Mr. Hibert sent an enforcement letter that was returned undelivered. The house was auctioned. Mr. Hibert spoke with the new owner and they are cleaning it up.

**Food Service Inspection:**

- **Blackboard on Congamond** (previously **Wok on Water / Prim3 St3ak Hous3** – Mr. Hibert did a walk through with the Building and Fire Department Inspectors. There are minor violations that are being worked on.
- **Saucy Mama Food Truck**
- **Who Cooks for You Food Truck** – setting up on Bonnieview Drive. They have permission from the Police Department.
- **Crepes Tea House** – the plan for grilling outside was approved. Grilling will occur one day a week. If they expand their outside grilling operation in the future, more permanent structures will have to be implemented.

**Western Hampden County Public Health District Updates:**

- Shared Service Coordinator – An applicant was offered the position and has accepted. Pre-employment paperwork is being completed. Tentative start date is June 3, 2024.

**MEETINGS**

- **PHE Grant Meeting:** The next meeting is scheduled for May 14th.

Next Meeting – June 6, 2024 at 6:00 p.m.

**ADJOURNMENT**

Dr. Putnam made a motion to adjourn the meeting at 7:46 pm. Ms. Brzoska seconded the motion. The roll call vote of the Board was unanimous in favor.

Respectfully submitted,

________________________________________  ______________________________________
Tom Hibert, Health Director                                      Sue Brzoska, Chairperson

________________________________________  ______________________________________
Dr. Terry Putnam, Member                                       Mikenzie Cain, Vice-Chairperson

Date