

**Halifax Board of Health  
Meeting Minutes  
Wednesday, March 17, 2010**

On Wednesday, a meeting of the Halifax Board of Health was held in the Board of Health office at 7:00 p.m.

**Present at the meeting were:**

John DeLano – Chairman  
John Weber – Co-Chairman  
Jeff Anderson – Clerk  
Cathleen Drinan – Health Agent

1. Meeting was opened at 7:06 p.m. **Open Forum 7:00-7:15**
  - i. Warning Strip work needs to be done soon
    1. Can the outline be marked out for bidders?
    2. Who for bids?
    3. Can two (2) Board members meet on the 31<sup>st</sup> of March for RFP?
  - ii. 112 River Street
    1. [Agent updated Board that she checked the property and the installer will be coming back to fix settling.](#)
2. **7:15 – 8:30: Disposal Works Permits : Recommended for approval**
  - a. [None Tonight](#)
3. **Requiring Local Upgrade(but otherwise recommended for approval):**
  - a. [None Tonight](#)
4. **8:30 – 9:00: Discussion**
  - a. Alternative Sewerage Committee
    - i. Need to meet and be appointed by the Board, date to be decided
  - b. Animal Inspector Appointment
    - i. Judy Anderson has agreed to continue to be the Animal Inspector for Halifax.
      1. Nomination required

A Motion was made to reappoint Judy Anderson as Animal Inspector for the Town of Halifax.

**Motion:** John Weber  
**Second:** John DeLano  
**All in Favor**

- c. Appointment of Health Agent

A Motion was made to reappoint Cathleen Drinan as Health Agent for the Town of Halifax.

**Motion:** John Weber  
**Second:** John DeLano  
**All in Favor**

- d. Co-Chairman has signature papers for town meeting
  - e. RFP's
    - i. Ad went in paper on Friday, 3-12-10
    - ii. RFP is online and in General Goods and Services
    - iii. \*\*\*Deadline is 3-19-10. Do you want to post an additional meeting for 3-31-10 or wait until 4-7-10?
      - 1. Agent updated Board on legal ads
      - 2. Extra Board meeting to be set for March 31, 2010
  - f. Landfill Scopes of Service
    - i. Agent updated Board on warning Strip out for bid.
      - 1. Markings then proposals.
  - g. Massage Therapy/Establishments and Spa Establishment fees
    - i. Individual Massage Therapist and Establishment fees decreased to \$15.00.
    - ii. Spa Establishment fees decreased to \$50.00.
  - h. Admin Report
    - i. None Tonight
  - i. Agent Report - Agent updated Board
    - i. Email from Charlie regarding Community Service work
    - ii. We need to clarify the massage permits and spa permits
    - iii. H1N1 "after action reports" sent in
    - iv. One more H1N1 Clinic to be scheduled for the 24<sup>th</sup> or the 31<sup>st</sup> of March.
    - v. CERT jackets
      - 1. Being shipped tomorrow
    - vi. Licensing vs. Permitting in the town
      - 1. We are now officially joined with MRC.
5. The Following to be signed:
- a. Payroll
    - i. None Tonight
  - b. Meeting Minutes: Board Signed
    - i. October 21, 2009 Meeting Minutes
    - ii. November 04, 2009 Meeting Minutes
    - iii. November 18, 2009 Meeting Minutes
    - iv. January 06, 2010 Meeting Minutes
    - v. February 03, 2010 Meeting Minutes
    - vi. February 17, 2010 Meeting Minutes
    - vii. March 03, 2010 Meeting Minutes

- c. **Permits: Board Signed**
  - i. Burt's Ice Cream – 2010 Ice Cream Truck Permit
  - ii. Richard Merry – Richard E. Merry Excavating – 2010 Septic Installer's Permit
  - iii. Antonino Caponigro – 2010 Title V Inspector's Permit
- d. **Expense Account# 147 – FY 10-16 - Board Signed**
  - i. Staples – Scale Ruler - Sales# 1362469 6 001 88607 - \$3.99
  - ii. WB Mason – Certificate Paper - Invoice# SR5131-000 - \$10.71
- e. **Revolving Account# 477 – FY 10**
  - i. None Tonight
- f. **Landfill Capping Account# 1670 – FY 10**
  - i. None Tonight
- g. **Landfill Engineering Account# 1741 – FY 10**
  - i. None Tonight
- h. **Nursing Services Account# 150 – FY 10**
  - i. None Tonight
- i. **Gift Account #1,982 – FY 10**
  - i. None Tonight
- j. **PHER Account # 2051 - FY 10-09 - Board Signed**
  - i. Lowe's Home Centers, Inc – H1N1 Clinic Supplies – Sale# S1663MB5 1099356 - \$1,946.88
- k. **Mail Folder: Board Read**
  - i. MEHA Educational Seminar
    - 1. Basic Housing Inspections, Hoarding and Abandoned Properties.

### Adjournment

A Motion was made to adjourn the meeting at 8:46 p.m.

**Motion:** John Weber

**Second:** Jeffrey Anderson

**All in Favor**

Typed by,  
Peggy Selter  
Administrative Assistant

Signed By:  
John DeLano – Chairman  
John Weber – Co-Chairman  
Jeffrey Anderson – Clerk

~You can receive an official signed copy of meeting minutes at the Board of Health office~