

Halifax Board of Health
Meeting Minutes
Wednesday, January 21, 2015

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
Cathleen Drinan – Health Agent
Peggy Selter, Administrative Assistant

The Board of Health meeting opened at 7:00pm

1. Appointments & Open Forum:

- a. 395 Plymouth Street: Failed septic system for 18 bedrooms, letter received, no response to office
 - i. Nobody from the Pham Family appeared. The Agent and the Board discussed the failed system and the lack of response from the Pham family to begin repairs.

A Motion was made to serve notice by police or constable to the owners of the property informing them that at the Board of Health's February 04, 2015 meeting there would be a public hearing to deem the property uninhabitable and begin the eviction process of tenants unless the owner appears before the Board at said meeting at 7:00pm with an approved engineered plan and plan review fee of \$180.00.

Motion: John Weber
Second: John DeLano
Unanimous vote on the motion

b. Mr. Pham arrived at the meeting late.

- i. The Agent and the Board explained to Mr. Pham the importance of contacting Casoli Sand and Gravel to have them submit copies of the proposed septic plan to be installed so that the Board of Health can send it out to review. They explained if he didn't move forward with the repair in a timely manner, they would have no choice but to deem the property uninhabitable and begin the eviction process of the tenants
 - 1. The Agent and Board asked Mr. Pham if he understood what they were explaining to him and he said he did. Mr. Pham presented a check to the Board for the \$180.00 required by the

Town of Halifax to pay the review engineer and said he would contact Casoli Sand and Gravel.

2. The Agent gave Mr. Pham written instructions on what he needed to do and how to contact Tracey White from Casoli Sand and Gravel to begin the repair process and reiterated how important it was for him to do so.

A Motion was made to rescind the Boards previous motion. Mr. Pham will contact Tracey White of Casoli Sand and Gravel to begin the septic repair process and have Mr. White submit the engineered plan for review. The Health Agent will also contact Tracey White to ensure that Mr. Pham has begun the septic repair process.

Motion: John Weber

Second: John DeLano

Unanimous vote on the motion

c. Teeka Lynne – Late fee waiver requested

- i. Ms. Teeka Isakson of Teeka Lynne’s Salon and Day Spa was in attendance. The Board gave Ms. Isakson the floor and she explained she was there to ask the Board to waive her 2015 establishment permit late fee because, as previously stated to the admin and Agent, she was never late with her annual permit application and fee. Ms. Isakson stated she never received a reminder in the mail or by email that permits were due.

1. The Board turned to the administrative assistant (admin) for comment.

- a. The admin informed the Board that the Board of Health (BOH) is not obligated to send reminders; it is done as a courtesy and that all establishments know that their annual permits are due by December 31st. The admin also informed the Board that a permit due reminder email was sent on November 19, 2014 and a final reminder email was sent on December 19, 2014.

- i. Ms. Isakson remarked that maybe they were sent to the wrong email address.

2. The Board again turned to the admin. for comment.

- a. The admin. informed Ms. Isakson the emails were sent to the email address she listed on her previous annual application.

- i. Ms. Isakson stated once again that she did not receive any emails and asked the admin if she made sure there were two (2) “S” in the email address as many times people don’t realize there is.

3. The Board asked the admin for copies of the emails sent out on November 19 and December 19, 2015.
 - a. The admin presented the emails to Ms. Isakson and it was confirmed to be the correct email address. The admin then presented the emails to the Board.
4. The Board reviewed the emails and stated it appears the emails are in order. The Board asked Ms. Isakson if she would be willing to pay the original annual permit fee at this time and they would review this issue further and inform her of a decision on the scheduled Board of Health meeting on Wednesday, February 04, 2015.
 - a. Ms. Isakson agreed to pay the original permit fee this evening and gave it to the admin. The admin will mail her permit tomorrow morning, Thursday, January 22, 2015. The Board asked if Ms. Isakson's application dates of previous years were available.
 - b. The admin presented the Board with a list of dates from 2008 through 2015 of when the annual permits were received in the BOH by Ms. Isakson for Teeka Lynne's Salon and Day Spa.

d. 67 Holmes Street – Discussion & Questions

- i. Dana Junior, plan design engineer and owner of the property was in attendance. Mr. Joseph A. Matterazzo, Jr, possible buyer of property was also in attendance.
 1. The Board gave Mr. Junior the floor for an informal discussion on the type of system to be installed at the property. The Board reviewed the plan and told Mr. Junior with the plan he presented tonight he could not request to go closer to both the groundwater and the tributary to a water supply (Monponsett Pond). However, if he changed the system to a secondary treatment system it would have a different DEP approval that would allow him to also go closer to the groundwater. The Board advised Mr. Junior to be sure to add the note on the plan requesting to be allowed to be less than 100' to a tributary to a water supply (Monponsett Pond) as it was not listed on the current plan.
 - a. Mr. Junior agreed the secondary treatment system would be the better way to go and will submit the new plan to go out for review once it is ready.

2. Bring to the Boards Attention:

- a. Hearings to begin at the February 04, 2015 meeting for regulations on Barn/Stable and Housing Inspection upon Change of Occupancy. - [Agent Updated Board](#)
- b. AI/ACO – [Agent & Admin Updated Board](#)

3. Discussion:

- a. Walnut Street (septic & Con/Com) - [Agent Updated Board](#)
- b. **Admin. Report:** - [Admin Updated Board](#)
 - i. A Title V Inspector asked me to ask the Board if they would consider a submission fee per inspection in lieu of an annual permit fee.
 - 1. [The Board made the decision to leave the fee for Title V Inspections the way it is, per year.](#)
- c. **Agent Report:** - [Agent Updated Board](#)
 - i. Presented information at Wage & Personnel meeting, expect to be invited to a future meeting on Assistant Health Agent and on increase in pay for Animal Inspector Annual Report: Please read

4. The Following to be signed:

- a. Finance Report (For Clerk's office) - [Board Signed](#)
- b. **Payroll for the Week Ending January 24, 2015** - [Board Signed](#)
 - i. Cathleen Drinan
 - ii. Margaret Selter
 - iii. Lisa McKay
- c. **Meeting Minutes:** - [Board Signed](#)
 - i. January 07, 2015
- d. **Expense Account# 01-512 – FY 15-10** - [Board Signed](#)
 - i. WB Mason – Invoice# I23026329 – Black & colored printer ink & Pens - \$352.56
 - ii. NACCHO – Invoice# 94611 – Annual Membership Fee - \$100.00
- e. **Revolving Account# 25-513 – FY 15-09** - [Board Signed](#)
 - i. Grady Consulting – Invoice# 6069 – Plan Review at 9 Franklin Street - \$85.00
 - ii. Grady Consulting – Invoice# 6210 – Plan Review at 67 Holmes Street - \$85.00
- f. **Nursing Services Account# 01-522 – FY 15-06** - [Board Signed](#)
 - i. Norwell Visiting Nurse Association – December 2014 - \$580.00
- g. **iPad Gift Account# 26-514-4830-02 – FY 15-07** - [Board Signed](#)
 - i. Cathleen Drinan – iPad Usage Reimbursement for January, 2015 - \$14.99

5. Permits Presented to the Board for Approval: - [Board Approved](#)

- a. Lyonville Tavern and Restaurant – 2015 Food Establishment Permit

- b. Santoro's Pizza - 2015 Food Establishment Permit
- c. Teeka Lynne's Salon & Day Spa - 2015 Spa Establishment Permit
- d. Fieldstone Show Park – 2015 Annual Horse Show Permit

6. Mail Folder: - Board Read

- a. Employee Evaluations
- b. Crawler Event on 05.24.15 and Mudfest Event being held on 06.14.15.
Details in mail folder.
- c. Board of Selectmen
 - i. Seeking individuals for Ad-Hoc Committee
- d. Planning Board
 - i. Sherwood Drive Subdivision Lot Release
- e. Zoning Board of Appeals
 - i. Special Permit – Brandeis Circle
 - ii. Special Permit – Multi-Family Development
 - iii. Variance – Bourne Drive
 - iv. Variance – Eighth Avenue
 - v. Plympton-Halifax Express

Adjournment

A Motion was made to adjourn the meeting at 9:00pm

Motion: John Weber

Second: John DeLano

Unanimous vote on the motion

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~