

**Halifax Board of Health**  
**Meeting Minutes**  
**Wednesday, November 01, 2017**

On Wednesday, a meeting of the Halifax Board of Health was held at the Halifax Town hall.

**Present at the meeting were:**

John DeLano – Chairman  
John Weber – Co-Chairman  
Alan J. Dias - Clerk  
Cathleen Drinan – Health Agent  
Peggy Selter, Administrative Assistant

The Board of Health meeting opened at 6:30p.m

1. **6:30** – 395 Plymouth Street: Update. In attendance; Hiep Pham, Cathy Waitt, David Gesler, and Mike Carey.
  - a. Heat: The Board began the discussion reminding the owner(s) they had agreed the heat would be restored to all tenants by end-of-day Sunday, October 22, 2017.
    - i. Mr. Pham informed the Board that the heat is on and thermostats are working.
      1. A tenant commented that there is a problem with the downstairs heat and there is no heat upstairs.
        - a. The Board suggested the tenant contact the office along with the owner regarding the heat and request the health agent come and look at the problem. This will also help to keep a record of any ongoing issues a tenant may have.
  - b. Electric: The owner(s) stated the electrical work has been completed.
    - i. The Health Agent commented she does not understand what the owners mean by this and that she does not believe this to be correct. The Agent informed the Board no electrical permits were pulled, only a plumbing permit and the information listed on the permit was unclear and the owner(s) was instructed that no work could be done until they contacted the Building Department. The Board of Health, Fire Department and Building Department did a walk-through of the property on October 30 & 31, 2017.
  - c. Pool: Fencing is done and pool is secure. Covering no longer applies.
  - d. Railings & Balusters: Staircase leading upstairs is addressed and complete. Inspection was done Tuesday, October 31, 2017.
  - e. Tenant Pipes: The pipes added from the shed to the cabana apartment have been capped off. The wiring, cable and phone lines have been disconnected to chicken coop. Mr. Pham told the various departments at the time of the walk-through that he only used the chicken coop area for storage.

- f. Permits: The Board reiterated to the owner(s) that they need to speak to the Building Department before any work can be done at the property.
  - i. A tenant was unhappy because he was being inconvenienced attending all the meetings and feels the landlord/owner is not working up to his (the tenants) fastest capacity/ability to complete the repairs needed.
    - 1. The owner(s) apologized for the inconvenience of all this.
- g. Lead: Owner(s) will update Board at December 06, 2017 meeting.
- h. Recycle Bin: Owner(s) updated the Board that they have contacted Graham Waste Services and are waiting for the representative to return their call. Right now the rubbish is being picked-up every other week and the recycling is being picked-up once a month.
  - i. The Health Agent informed the Board that the bins appear to always be full to capacity or overflowing with this schedule.
  - ii. The Board suggested to the owner(s) that the rubbish be picked-up every week and the recycling picked-up every other week.
    - 1. The owner(s) agreed to this suggestion and said they would inform Graham Waste of the change.
- i. A tenant asked what the next step would be if the owner(s) did not comply with the repairs.
  - i. The Health Agent commented, after checking with town counsel, the correct process would be to give the owner(s) a chance to make any repairs/corrections with-in an appropriate time-line. The last resort would be to ask the court for receivership.
    - 1. The homeowner commented that they have called and have spoken to Neighborworks Southern Mass and are waiting on an application in the mail.
- j. A tenant asked if some areas that are positive for lead can be encapsulated.
  - i. The Board replied that encapsulation or removal would be up to the lead professional/inspector.
- k. A tenant commented on the heat and the heating system.
  - i. The Board of Health referred the owner(s) to the Building Department, they will inform him of what needs to be done. The Building Department will be the lead department at this time and they will update the Board of Health.

## **2. Disposal Works Permits:**

### **a. Ratify Agents Approval:**

#### **i. 64 Palmer Mill Road**

A Motion was made to ratify Health Agents Approval.

**Motion: John Weber**

**Second: Alan Dias**

**Unanimous vote on the motion**

ii. 415 Thompson Street

A Motion was made to ratify Health Agents Approval.

**Motion: John Weber**

**Second: Alan Dias**

**Unanimous vote on the motion**

**b. Re-Approval:**

i. 233 South Street

A Motion was made to reapprove the 02.16.05 plan with the condition of the submission of an updated plan with current date, a new disposal works permit and current permit fee.

**Motion: John Weber**

**Second: Alan Dias**

**Unanimous vote on the motion**

**3. Bring to Boards Attention:**

a. Amendment to “Supplemental Rules and Regulations to Title 5 Amendment”

i. Under 1.07: Septic Installations, add # (3) - The following inspections, at a minimum, shall be conducted by the Health Agent or Board approved consultant during the installation of the system.

1. Bottom Hole Inspection.

2. Final Inspection.

a. **No, not necessary at this time.**

b. EDS Walk-Through with outside consultants – Yes or No – **No, Board does not find this to be a benefit at this time.**

c. Land Use Counsel – **Agent updated Board.**

d. Approval of Suitability for Weymouth’s Drinking Water Treatment Residuals for composting. – **Agent updated Board on reports received.**

e. Discussion on how to respond to possible security threats – **Email the Board members the Chairman’s email to each department requesting a sketch of their office.**

**4. Discussion Items:**

a. Large Outdoor Event application sign-off before BOH permit issuance.

A Motion was made to approve the concept of required sign-off from all departments involved in an event prior to the Board of Health issuing a permit.

**Motion: John Weber**

**Second: Alan Dias**

**Unanimous vote on the motion**

b. Board Members and Health Agent are registered for the MAHB Certificate Program, Saturday, November 18, 2017.

- c. **Agent Report: - Agent updated Board**
  - i. Covenant Cases and Sampling at Properties.
  - ii. 25 White Island Rd. septic cover checked.
  - iii. 14 Buttonwood – on the market, system failed inspection.
  - iv. 319 grant- RFP going out soon for Alum pump specifications, permits and costs.
  - v. Resident forum on algae and the ponds on Nov. 16 at 6:30, great hall.
  - vi. 441 Twin Lakes Drive Housing Court Hearing.

**Affirm Any Bills to be Paid: - Board Affirmed**

- d. MAHB Certificate Program - \$345.00

A Motion was made to affirm payment to MAHB for Certificate Program.

**Motion: John Weber**

**Second: Alan Dias**

**Unanimous vote on the motion**

**5. The Following to be signed: - Board Signed**

- a. **Payroll for the Week Ending November 11, 2017**
  - i. Cathleen Drinan
  - ii. Margaret Selter
  - iii. Tracy Noland
- b. **Meeting Minutes: - Board Signed**
  - i. October 18, 2017 Meeting Minutes
- c. **Expense Account# 01-512 – FY 18-07 - Board Signed**
  - i. Cathleen Drinan – Mileage Reimbursement - \$222.27
- d. **Revolving Account# 25-513 – FY 18-08 - Board Signed**
  - i. Spath Engineering – Invoice# 102517-743 - Plan Review – 64 Palmer Mill Road – \$85.00
  - ii. Grady Consulting, LLC – Invoice# - Plan Review – 415 Thompson Street – \$85.00
- e. **Nursing Services Account# 01-522 – FY 18-04 - Board Signed**
  - i. Savvy Shopping for Health Seminar – Invoice# 102417 – Julianne E. McLaughlin - \$140.00
- f. **iPad Gift Account# 26-514-4830-02 – FY 18-04 - Board Signed**
  - i. Cathleen Drinan – iPad Usage Reimbursement for October, 2017 - \$21.16
- g. **DHCH Expenditure Account# 28-507-5784 – FY 18-03 - Board Signed**
  - i. D.H. Fletcher Excavating, Co. – David Fletcher – Invoice# 4051 – Balance Due on Septic System Installation (Job Complete) – 2 Carver Street – \$6,250.00

**h. Mail Folder: - Board Read**

**i. Zoning Board of Appeals**

**1. Notice of Public Hearing**

- a. 173 Monponsett Street – Application to construct a second story addition on an existing home.**

**ii. Board of Selectmen**

**1. 5<sup>th</sup> Annual Hops for HOPS 5K Race/Walk**

**Adjournment**

A Motion was made to adjourn the meeting at 9:00 p.m.

**Motion: John Weber**

**Second: Alan Dias**

**Unanimous vote on the motion**

**Typed by,**

Peggy Selter

Administrative Assistant

**Signed By:**

John DeLano – Chairman

John Weber – Co-Chairman

Alan Dias – Clerk

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