

**Halifax Board of Health**  
**Meeting Minutes**  
**Wednesday, December 20, 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. Bring to Boards Attention:**

- a. Fieldstone Show Park Show 2018 Dates.
  - i. [Send reminder to Fieldstone Show Park that well testing is needed prior to each event's opening.](#)
- b. 2018 Board of Health Meeting Calendar – [Admin. gave a copy to Board.](#)
- c. **Topic carried over or kept on agenda for future discussion:**
  - i. Two (2) Compartment Tanks.
    - 1. [Check University of Maine studies on two \(2\) Compartment Tanks.](#)
  - ii. Discussion on how to respond to possible security threats.
    - 1. Town Hall Floor Plans.
      - a. [Health Agent found floor plans for the Town Hall and gave a copy to the Board for evacuation plan.](#)
      - b. [Board would like to use a three 3\) step approach.](#)
        - i. [Step One](#) – Present the evacuation plan drawing/sketch to the Board of Selectmen at a Selectmen's meeting.
        - ii. [Step Two](#) – Have an evacuation Drill.
        - iii. [Step Three](#) – Sponsor/attend a “Stop the Bleed, we are the help Until Help Arrives” program\training.

**2. Discussion Items: - [Agent Updated Board.](#)**

- i. Large Outdoor Event Checklist and Application Amendment and Regulations Amendment. – [Revisit in January 2018.](#)
- ii. Regulations Governing the Practice of Bodywork. – [Revisit in January 2018.](#)
- iii. Housing Inspection Regulations, Change of Occupancy for Rentals. – [Revisit in January 2018.](#)
- iv. 521 Monponsett Street: Adding an underground garage and septic design questions.
  - 1. [Board agreed underground garage was possible. Design engineer would need to submit a new plan.](#)

- b. Admin Report: - Admin. Updated Board.**
  - i. Ocean Ave O&M Contract and Monitoring Service**
    - 1. Admin. Spoke to homeowner on 12.19.17 and gave some names of wastewater operators to contact for an O&M contract.**
      - a. Board requested letter be sent to owner requiring an O&M contract be submitted prior to the Board of Health January 03, 2018. If O&M contract is not submitted prior to the January 03, 2018 meeting, request homeowner to attend meeting to discuss the matter or take the appropriate action.**
- c. Agent Report:**
  - i. 27 Doris Road tenant/landlord update**
    - 1. Health Agent updated Board on tenant/landlord dispute.**
  - ii. Gas pipelines/Leaks Support Letter**
    - 1. Board signed letter of support**

**3. The Following to be signed:**

- a. State Ethics/Conflict of Interest Laws Form.**
  - i. John Weber & Alan Dias signed State Ethics/Conflict of Interest Laws Form.**
- b. Payroll for the Week Ending December 23, 2017 - Board Signed.**
  - i. Cathleen Drinan**
  - ii. Margaret Selter**
  - iii. Tracy Noland**
- c. Meeting Minutes:**
  - i. November 01, 2017 - Board Signed.**
- d. Expense Account# 01-512 – FY 18-09 - Board Signed.**
  - i. MHOA – Membership Renewal**
    - 1. 2018 MHOA Annual Membership Fee - C. Drinan \$60.00**
    - 2. 2018 MHOA Annual Membership Fee - J. DeLano \$60.00**
    - 3. 2018 MHOA Annual Membership Fee - A. Dias \$60.00**
- e. Revolving Account# 25-513 – FY 18-11 - Board Signed.**
  - i. Kathleen DeVasto-Piemonte Invoice# 121417 – Kitchen Re-Inspection**
    - 1. Happy Dragon - \$50.00**
- f. Nursing Services Account# 01-522 – FY 18-07 - Board Signed.**
  - i. Norwell Visiting Nurse Association – Invoice# HBOH01117 – Nursing Services for November 2017 - \$443.32**
- g. Permits: - Board Approved and Signed.**
  - i. John Vallarelli – Johnny Macaroni’s Catering & Take Out – 2017 Food Establishment Permit.**
  - ii. John Vallarelli – Johnny Macaroni’s Catering & Take Out – 2018 Food Establishment Permit.**
  - iii. Dunkin Donuts – 2018 Food Establishment Permit.**

- iv. 7-Eleven – 2018 Retail Food Establishment Permit.
- v. Joseph Clapp – P&J Rubbish Removal – 2018 Rubbish Hauler’s Permit.
- vi. Graham Waste Service – 2018 Rubbish Hauler’s Permit.
- vii. ABC Septic Pumping – Art Stinchfield – 2018 Septage Hauler’s Permit.
- viii. Bolduc Sanitation & Excavation, Inc. – 2018 Septage Hauler’s Permit.
- ix. Timothy L. Thomas – T.L. Thomas & Sons Construction – 2017 Septic Installer’s Permit.
- x. Timothy L. Thomas – T.L. Thomas & Sons Construction – 2018 Septic Installer’s Permit.
- xi. Bolduc Sanitation & Excavation, Inc. – 2018 Septic Installer’s Permit.
- xii. Jason Haskell – All Clear Septic & Wastewater Services – 2018 Title V Inspector’s Permit.
- xiii. Jay Bolduc – Bolduc Sanitation & Excavation, Inc. – Title V Inspector’s Permit.

A Motion was made to approve i through xiii permits.

**Motion: Alan Dias**  
**Second: John Weber**  
**Unanimous vote on the motion**

**h. Mail Folder: - [Board Read.](#)**

**i. Planning Board**

- 1. Site Plan for Review – Pope’s Tavern/COA, 506 Plymouth Street

**Adjournment**

A Motion was made to adjourn the meeting at 8:30p.m.

**Motion: Alan Dias**  
**Second: John Weber**  
**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~